

Village of Hales Corners

5635 S. New Berlin Road
Hales Corners, WI 53130
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www.halescornerswi.gov



James R. Ryan Municipal Building

Fire and Police Commission Village of Hales Corners

Meeting Notice and Agenda

September 17, 2024 (Tuesday) - 6:30 p.m.

Notice is hereby given that the Fire and Police Commission of the Village of Hales Corners will meet at the above date and time at the **Village Hall (Board Room)**, 5635 South New Berlin Road, Hales Corners.

Notice is given that - a majority of the Village Board of Trustees may attend this meeting to gather information about an agenda item over which they may have decision making responsibility. This meeting may constitute a meeting of the Village Board per *State ex rel. Badke v. Greendale Village Board*, even though the Village Board will not take formal action at this meeting.

1.0 Call to Order and Roll Call

2.0 Approval of Minutes

- 2.1 Minutes from June 18, 2024 regular meeting.
- 2.2 Minutes from July 16, 2024 special meeting.

3.0 General Business

- 3.1 Chiefs' Reports
 - 3.1.1 Police Department Report
 - 3.1.2 Fire Department Report
- 3.2 President's Report
 - 3.2.1 Succession Planning – Police
 - 3.2.2 Succession Planning – Fire
- 3.3 League of Wisconsin Municipalities Police and Fire Commission webinar.
 - 3.3.1 Discussion
 - 3.3.2 Roster for attendance

4.0 Confirm Date, Time and Location of next Fire & Police Commission meeting –

December 17, 2024 at 6:30 PM, Village Hall (Board Room),
5635 South New Berlin Road, Hales Corners.

5.0 Adjournment

Eric Cera, Police Chief
September 10, 2024

President Riemer called the meeting to order at 6:30 PM.

1.0 Roll Call – Present: President Riemer, Commissioners; Dzick, Mixon, Schwartz and Smyczek.
Staff Present: Police Chief Cera and Fire Chief Jaskulski. Trustee Liaison Chesney.
Audience: Trustee Bennett.

2.0 Approval of Minutes – March 19, 2024 – Motion (Smyczek/Schwartz) to approve as presented.
Motion passed 5-0-0.

3.0 General Business

3.1 Chief Reports

3.1.1 Police Chief Report for second quarter – Chief Cera presented. He emphasized that the police officer recruitment in progress has five potential candidates so far to fill: the existing vacancy, one anticipated vacancy this year and to prefill next year's scheduled vacancy.

3.1.2 Fire Chief Report for second quarter – Chief Jaskulski presented. He highlighted that competition from other departments and resignations require continuous recruitment efforts, but they are keeping up. Receipt of a new engine and the sale of the retired unit are expected in October.

3.1.2.1 Training – Chief Jaskulski explained the basis for changing the department's training provider from Milwaukee Area Technical College to Waukesha County Technical College. He further established the need for expanding existing partnerships which would allow for on-site hosting of state certification courses for Fire personnel.

3.2 Presidents Report

3.2.1 Succession Planning – Police: Chief Cera reiterated that at least two internal candidates are ready to be Chief. One supervisor will also be eligible after completing the next available command school. Another supervisor has expressed a desire to begin training for future management opportunities.

3.2.2 Succession Planning – Fire: Chief Jaskulski advised that he has to first fill the vacant Captain positions and get Paramedic running before more succession work can be done.

3.3 Scheduling

3.3.1 Discussion of meeting frequency - The frequency of regular meetings and the need for at least one special meeting was discussed.

3.4 Action Items

3.4.1 Meeting schedule for remainder of 2024 - A motion (Schwartz/Dzick) was made to keep the day and time consistent; Tuesday, 6:30PM: with one special meeting on July 16th, 2024 and regular quarterly meetings; September 17th, 2024 and December 17th, 2024. Motion passed 5-0-0.

3.4.2 Appointment of Captain/Paramedic fulltime - A motion was made (Dzick/Smyczek) to promote Firefighter/Paramedic J. Young to the position of Captain/Paramedic fulltime effective July 16th, 2024 subject to a one year probationary period. Motion passed 5-0-0.

4.0 Adjournment –Motion (Smyczek/Schwartz) to adjourn at 7:22 PM.; Motion passed 5-0-0.



Prepared by: Eric R. Cera, Police Chief

President Riemer called the meeting to order at 6:30 PM.

1.0 Roll Call – Present: Commission President Riemer, Commissioners; Dzick, Schwartz and Smyczek. Staff; Police Chief Cera and Police Lieutenant Henner. Absent: Commissioner Mixon, Trustee Liaison Chesney. Audience: Trustee Bennett.

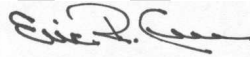
2.0 General Business

2.1 Action Items

2.1.1 Appointment of Police Officer – A motion was made (Smyczek/Schwartz) to laterally appoint Gregory Pfeifer to the position of Police Officer conditionally upon successful completion of: a drug screen, physical test and psychological assessment; on a date to be determined by the Chief and subject to a one-year probationary period from that date. Motion passed 4-0-1.

2.1.2 Appointment of Police Officer - A motion was made (Schwartz/Smyczek) to appoint Jennifer Hacker to the position of Police Officer, effective July 30th and subject to a one-year probationary period from the completion of basic Police Recruit training. Motion passed 4-0-1.

3.0 Adjournment –Motion (Smyczek/Dzick) to adjourn at 6:37 PM.; Motion passed 4-0-1.



Prepared by: Eric R. Cera, Police Chief



HALES CORNERS POLICE

5635 South New Berlin Road, Hales Corners, WI 53130

2024 3rd quarter POLICE DEPARTMENT REPORT – 10 September 2024

ADMINISTRATIVE

Staffing

- Mason Howe resigned effective July 8th for a position with West Allis PD.
- Police Officer Owen Rangel completed Field Training July 14th and is part of minimum staffing.
- Jennifer Hacker began July 31st and is assigned to Police Recruit Training at Milwaukee Area Technical College. She is expected to graduate December 6th.
- Lateral appointment Gregory Pfeifer began September 1st. He is receiving orientation training and should be a part of minimum staffing by October.
- Caleb Meyer resigned effective September 26th for a position with Franklin PD.

This puts staffing at sixteen of eighteen authorized (seventeen funded) sworn positions.

Recruiting

- An open recruitment for lateral only Officer applicants was started September 9th.

Organization

- No solution has been implemented relative to the department's investigative tasks.
- Command staff continues to evaluate the extent of administrative support needed.

Training

- A total of 167 hours of training were conducted in July and August.

Budget

- The proposed 2025 Police budget has been submitted. It includes modifications to the Police Technology Technician and Information Technology Specialist positions; as well as, a new Manager of Information Technology position. The budget also recommends the adoption of a pay compression policy to assist in efficiently resolving current and future wage conflicts between non-represented and represented positions. Funding to restore the eighteenth position is not being requested.

ACKNOWLEDGEMENTS

Permanent Status – Congratulations to Police Officer Steven Kapellusch who successfully completed his probationary period. (Attachment)

Service Award – Police Officer Joshua Jewell has been recognized for five outstanding years of service to the Village as a sworn police officer. (Attachment)

Appreciation – Detective Sergeant Justin Landry and Police Officer Owen Rangel received praise for their obvious concern and empathy to the family of a missing pet. (Attachment)

OPERATIONS

Calls for Service – Through August 31st, year to date total is 5029 CAD calls. The previous three-year average is 5495.

Contacts Year to Date – 2190 officer initiated contacts. The three-year average is 2627. Total citizen contacts tally 2796. The previous three-year average is 3123.

ACTION ITEMS

None.



Village of Hales Corners POLICE DEPARTMENT

5635 South New Berlin Road, Hales Corners, WI 53130

August 1, 2024

Chief
Eric R. Cera

Operations Lieutenant
Anthony Henner

Administrative Lieutenant
Andrew Jacobi

Detective Sergeant
Justin Landry

Sergeant
Nicholas Zellmer

Sergeant
Adam Thompson

Officer
Laura Brustmann

Officer
Nickolas Boneck

Officer
Kyle Chucka

Officer
Joshua Jewell

Officer
Joseph Becker

Officer
Jacob Tomaszewski

Officer
Caleb Meyer

Officer
Steven Kapellusch

Officer
Owen Rangel

Officer
Jennifer Hacker

IT Specialist
Derek Novy

Crossing Guard
Lori Archiquette

Police Officer Steven Kapellusch
Hales Corners Police Department
5635 South New Berlin Road
Hales Corners, WI 53130

Dear Steve,

Congratulations! I am pleased to inform you that you have successfully completed your probationary period as of August 1st, 2024. Although this is earlier than scheduled it should not come as a surprise as your performance and your attitude have been remarkable.

Your positive attitude and eager spirit that you bring to the Department are truly appreciated! I hope you are as proud to be a part of Village of Hales Corners as we are of having you.

As you celebrate this milestone, I wish you the best of success in achieving your professional goals.

Sincerely,

Eric R. Cera
Chief

Cc: Personnel File



Village of Hales Corners POLICE DEPARTMENT

5635 South New Berlin Road, Hales Corners, WI 53130

Chief
Eric R. Cera

August 21, 2024

Operations Lieutenant
Anthony Henner

Administrative Lieutenant
Andrew Jacobi

FORMAL LETTER OF COMMENDATION POLICE OFFICER JOSHUA JEWELL

Detective Sergeant
Justin Landry

Sergeant
Nicholas Zellmer

Sergeant
Adam Thompson

Officer
Laura Brustmann

Officer
Nickolas Boneck

Officer
Kyle Chucka

Officer
Joshua Jewell

Officer
Joseph Becker

Officer
Jacob Tomaszewski

Officer
Caleb Meyer

Officer
Steven Kapellusch

Officer
Owen Rangel

Officer
Jennifer Hacker

IT Specialist
Derek Novy

Crossing Guard
Lori Archiquette

On August 21st, 2019, Joshua Jewell joined the Hales Corners Police Department. Since that time he has proven to be a precious member who truly embodies every positive aspect of community policing

In the performance of his regular duties as an officer he's earned ten supervisory compliments, two formal commendations and appreciation letters too numerous to count. Josh has further distinguished himself by becoming a member of the SWAT team and taking over the unique and significant responsibilities as DARE officer. In both positions he excels.

It is with genuine gratitude that I bestow upon Officer Joshua Jewell this formal *Letter Of Commendation* acknowledging his *Service* to the citizens of Hales Corners.

A *Service* award device – that in the spirit of community intentionally reflects the colors of the Whitnall School District - will be issued to him with the hope that he'll proudly wear it on his formal uniform.

Sincerely,

Eric R. Cera
Chief of Police

HALES CORNERS POLICE DEPARTMENT

EMPLOYEE COMPLIMENTARY COUNSELING FORM

HCP-63

EMPLOYEE: Detective Sergeant Justin Landry

DATE: August 28, 2024

COUNSELING ACTION

☐ Formal Commendation Requested ☒ Informal Commendation Issued ☐ Other:

DESCRIPTION OF INCIDENT:

Please describe in a complete but concise manner, exactly what behavior the employee displayed which caused this counseling form to be used. Please provide all relevant information including names and dates. (Attach sheet if additional space is necessary)

On Tuesday August 20th, 2024 at about 8:40PM, DS Justin Landry and PO Owen Rangel reponded to investigate suspicious vehicles at Hales Corners Park. The vehicles belonged to the family of Norman, a beloved cat who had become lost. DS Landry and PO Rangel extended compassion to the family and assisted to the greatest extent they could.

Just a couple days later Norman was reunited with his family.

Norman's family contacted the department to let us know Norman was home and to express that they felt the officers who resonded were, "Very very kind to us." They said that the family is "so grateful for the help and kindness that everyone offered," but especially to Justin for his concern and the support he offered them.

Justin and Owen's professionalism was clearly evident on this call through the display of our core values of Duty, Service and Humility.

Well done gentlemen!

EMPLOYEE COMENTS:

EMPLOYEE'S SIGNATURE

Justin Landry

DATE:

9/5/24

SUPERVISOR'S SIGNATURE

[Signature]

DATE:

9/5/24



Hales Corners Fire Department Summary Report June-August 2024

September 9, 2024

Staffing as of September 9, 2024

Paid on Premise = 28.

Fire Chief = 1

Fulltime Captains = 3

Fulltime FF/Paramedics = 1 (1 Vacancy)

Part Time Fire Inspector = 1

New Hires/Resignations

Fulltime FF/AEMT Joseph Kuchenreuther resigned on September 6th to take a fulltime position with the Greenfield Fire Department. He will complete his paramedic training in December 2024. We are currently recruiting to fill his position.

Paid on Premise Resignations

No Resignations

Paid on Premise New Hires

No new hires

Apparatus

Ambulance 72 was involved in a motor vehicle crash on 8/26/24. There were no injuries. The ambulance sustained damage to the driver's side rear wheel area. There were scratches and paint damage along with damage to the rails on the ambulance. It remains in-service. The ambulance was in the left turn lane waiting to turn west from Forest Home Ave onto Grange Ave. They were traveling to the grocery store for dinner. A distracted driver in a vehicle traveling south bound on W. Forest Home Ave. sideswiped the ambulance. This driver was at fault.

The "new" Engine 71 should be ready for delivery to us in early November. It is anticipated that the engine will go into service in Mid-December 2024.

Lion's Club Donations

The Hales Corners Lion's Club donated a new refrigerator to the HCFD. They also donated a FLIR Thermal Imaging Camera used for firefighting operations.



Hales Corners Fire Department Summary Report June-August 2024

Zyck Family Donation

Commissioner Zyck's family donated a Universal Weight Machine to the HCFD. The Chief, along with Captain Young traveled to Madison to take it apart with the help of the Zyck family. It is put together and in use at the fire department.

Building Maintenance

The capital project involving the removal of the chipping paint from the apparatus bay ceiling was completed in August. The process took approximately 9 working days. We will now be evaluating if the ceiling needs to be painted or can remain as is (stainless steel).

Information Technology

Spectrum will be running fiber into the HCFD the week of September 9th. This will greatly improve our internet connectivity and our connectivity to the village server.

Assistance with Firefighter's Grant

The HCFD joined with the Oak Creek, Greendale and Wauwatosa F's to put forth a grant request to replace our self-contained breathing apparatus. We were awarded the grant which will be managed by Oak Creek FD. Our portion will allow us to purchase 20 new harnesses, 25 face pieces and 45 cylinders. This replaces our outdated equipment. The total cost is near \$202,000.00. We will match 10% or approximately \$20,000.00.

Training

We currently have HCFD members in the following training courses:

MATC (Mequon Campus)

Driver Operator – 4 Personnel

WCTC

Driver Operator – 2 Personnel

We were expecting to send 4 personnel to Advanced EMT Training at the Gateway Technical College but the class was canceled due to low enrollment. There were no offerings at MATC or WCTC. We will try again in January.



Hales Corners Fire Department Monthly Statistics June 2024



Total Calls

Fire = 26
EMS= 117
Total = 143

Total calls for the year 2024 = 853
Total calls for the year 2023 = 798
Total calls for the year 2022 = 726

ALS Responses

Total Month= 24 Total YTD = 180

Franklin-	7	60
Greendale-	15	85
Greenfield-	2	34
West Allis-	0	1
Milwaukee-	0	0

Mutual Aid Given/Received for June 2024

Total Given =40 Total YTD = 195

Franklin-	8	35
Greendale-	14	82
Greenfield-	17	64
West Allis-	1	10
Milwaukee-	0	1
Other-	0	3

Total Received = 11 Total YTD = 54
(does not include ALS response)

Franklin-	3	18
Greendale-	2	13
Greenfield-	3	16
West Allis-	2	5
Milwaukee-	1	2



Hales Corners Fire Department

Monthly Statistics July 2024



Total Calls

Fire = 24
EMS= 122
Cancelled Enroute = 10
Total = 156

Total calls for the year 2024 = 1,009
Total calls for the year 2023 = 944
Total calls for the year 2022 = 849

ALS Responses

Total Month= 24 Total YTD = 204

Franklin-	9	69
Greendale-	11	96
Greenfield-	4	38
West Allis-	0	1
Milwaukee-	0	0

Mutual Aid Given/Received for July 2024

Total Given =41 Total YTD = 236

Franklin-	11	46
Greendale-	12	94
Greenfield-	18	82
West Allis-	1	10
Milwaukee-	0	1
Other-	0	3

Total Received = 7 Total YTD = 61
(does not include ALS response)

Franklin-	3	21
Greendale-	0	13
Greenfield-	3	19
West Allis-	0	5
Milwaukee-	1	3



Hales Corners Fire Department Monthly Statistics August 2024

Total Calls

Fire = 19
EMS = 104
Cancelled Enroute = 2
Total = 125

Total calls for the year 2024 = 1,134
Total calls for the year 2023 = 1,068
Total calls for the year 2022 = 893

ALS Responses

Total Month = 24 Total YTD = 228

Franklin-	6	75
Greendale-	10	106
Greenfield-	7	45
West Allis-	1	2
Milwaukee-	0	0

Mutual Aid Given/Received for August 2024

Total Given = 35 Total YTD = 271

Franklin-	6	52
Greendale-	15	109
Greenfield-	13	95
West Allis-	1	11
Milwaukee-	0	1
Other-	0	3

Total Received = 7 Total YTD = 68
(does not include ALS response)

Franklin-	1	22
Greendale-	2	15
Greenfield-	2	21
West Allis-	1	6
Milwaukee-	1	4

Hales Corners Fire Department

Hales Corners, WI

This report was generated on 9/9/2024 2:37:12 PM



Incident Type Count per Station for Incident Status

Incident Status: All | Start Date: 06/01/2024 | End Date: 08/31/2024

INCIDENT TYPE	# INCIDENTS
Station: ST1 - Hales Corners Fire Department	
Incident Status: Reviewed	
111 - Building fire	1
113 - Cooking fire, confined to container	1
142 - Brush or brush-and-grass mixture fire	1
160 - Special outside fire, other	1
251 - Excessive heat, scorch burns with no ignition	1
321 - EMS call, excluding vehicle accident with injury	326
322 - Motor vehicle accident with injuries	16
324 - Motor vehicle accident with no injuries.	1
410 - Combustible/flammable gas/liquid condition, other	1
412 - Gas leak (natural gas or LPG)	4
421 - Chemical hazard (no spill or leak)	1
424 - Carbon monoxide incident	1
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	2
445 - Arcing, shorted electrical equipment	2
463 - Vehicle accident, general cleanup	1
500 - Service Call, other	5
511 - Lock-out	1
542 - Animal rescue	1
551 - Assist police or other governmental agency	1
552 - Police matter	2
553 - Public service	1
561 - Unauthorized burning	1
611 - Dispatched & cancelled en route	15
651 - Smoke scare, odor of smoke	2
700 - False alarm or false call, other	7
714 - Central station, malicious false alarm	1
715 - Local alarm system, malicious false alarm	1
730 - System malfunction, other	2
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	2
736 - CO detector activation due to malfunction	3
743 - Smoke detector activation, no fire - unintentional	4
744 - Detector activation, no fire - unintentional	3

Displays a count of each Incident Type for the selected Date Range, grouped by Station and Incident Status.



emergencyreporting.com
Doc Id: 1520
Page # 1 of 2

745 - Alarm system activation, no fire - unintentional	10
Total Reviewed Incidents for ST1 - Hales Corners Fire Department:	424

Displays a count of each Incident Type for the selected Date Range,
grouped by Station and Incident Status.



From: [league](#)
To: [league](#)
Subject: Registration Now Open for Police & Fire Commission Webinar – November 8 – Don't Delay!
Date: Wednesday, August 28, 2024 2:14:42 PM
Attachments: [image001.png](#)

Greetings,

Attendees will learn about the powers and duties of the Police and Fire Commission (PFC), Open Meetings and Public Records Laws, conducting disciplinary hearings, and hiring police and fire personnel. This webinar is a must for new PFC members or those looking for a refresher!

Click image to register



League of Wisconsin Municipalities

www.lwm-info.org

League of Wisconsin Municipalities

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Madison, WI 53703

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Connect & Create



[Register TODAY](#) for the League Annual Fall Conference, October 23 – 25, 2024 in Madison.

Connect with peers and walk away inspired to create sustainable solutions for your community.