

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, Fire Chief Jaskulski, Police Lieutenant Jacobi and Police Lieutenant Henner. Absent: Trustee Liaison Chesney. Audience: Trustee Bennet.

2.0 Approval of Minutes

- 2.1** September 17, 2024 – Motion (Schwartz/Dzick) to approve as presented. Motion passed 5-0-0.
- 2.2** October 22, 2024 – Motion (Schwartz/Mixon) to approve as presented. Motion passed 5-0-0.
- 2.3** October 29, 2024 – Motion (Mixon/Schwartz) to approve as presented. Motion passed 5-0-0.
- 2.4** November 20, 2024 – Motion (Mixon/Smyczek) to approve as presented. Motion passed 5-0-0.

3.0 General Business

3.1 Chief Reports

- 3.1.1 Police Chief Report for third quarter** – Chief Cera solicited questions. President Riemer asked if staffing levels were not yet full with the multiple recent appointments made. Cera explained that despite the multiple new hires due to turn over the net position of staffing to begin next year will be the same as the current year started; one down. Commissioner Dzick asked if there were any trends within the calls for service. Cera replied that self-initiated activity was consistent but that calls for service were trending upward. Crime wasn't as much the issue as responses due to Rapid SOS type calls and code enforcement activities. A brief explanation of the nature of these automated emergency calls was provided. Trustee Bennet added that one of these occurred during a Board meeting so she could attest to the trying nature of them. President Riemer asked for specifics about why it was decided to switch management platforms for the department's general orders. Cera answered it will save the Village \$10,000.
- 3.1.2 Fire Chief Report for third quarter** – Chief Jaskulski presented. He summarized every item in the report and emphasized several items. Call volume is up considerably. The department will be at full staff on January 1st and the department is currently paying one of the top wages for Firefighter-Paramedics. The process for resuming Paramedic operations will begin January 1st and is estimated to be completed in September. The delivery of the new engine has been delayed. The department saved \$120,000 through a cooperative grant for self-contained breathing apparatus. The Fire Inspector will take over code enforcement duties for the Village. Commissioner Dzick asked if revenues will increase due to the higher level of service and President Riemer asked when those increases might be established. Jaskulski replied affirmatively and also advised rates are scheduled to be adjusted next year regardless. He further clarified that the increase will not be primarily from the rate increase but from the increased volume of transports. Jaskulski also said paramedic status will provide an equal basis to negotiate consolidation agreements. Dzick asked if the switch to paramedic would impact the department's involvement in Shared Services. Jaskulski replied that it wouldn't negatively affect it. He further explained that there are constant adjustments system wide to response plans based upon available staff and apparatus and detailed some historical and recent changes. He made clear moving to paramedic will be extremely beneficial to both our community and neighbors.

3.2 Action Item

3.2.1 Appointment of Police Officer – A motion was made (Smyczek/Schwartz) reappoint C. Birmingham to the position of Police Officer, effective January 1st, 2025 subject to a one-year probationary period. Motion passed 5-0-0.

3.3 President's Report

3.3.1 Succession Planning

Chief Cera provided suggested promotional process benchmarks for both the Fire and Police Chief positions which coincide with the regular FPC meeting and Village budgetary cycle. President Riemer inquired if the process for both positions needed to be run concurrently. The Chiefs replied it would be advisable. Chief Jaskulski suggested posting after March stating it will be fine because both Chiefs will remain flexible and respectful enough to the needs of the Village to not leave at exactly the same time. It was decided to revisit the discussion in March. Commissioner Mixon advised on the need to complete the tasks of; job description review, develop interview questions, develop a competency rubric, decide on the necessity for drug or psychological testing and the breadth of background investigations in the interim. Riemer advised he would also reach out to Administrator Kulik for any directions or concern she may have. Commissioner Dzick expressed appreciation at the succession work done by the Chiefs to put the commission in a good position to hire internally and have an efficient process.

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

Next regular meeting set-

March 11, 2025 at 6:30 PM, Firehouse (Training Room)
10000 W. Forest Home Avenue, Hales Corners.

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



Prepared by: Eric R. Cera, Police Chief