

Village of Hales Corners

5635 S. New Berlin Road
Hales Corners, WI 53130
Phone: (414) 529-6161
Fax: (414) 529-6162
www.halescornerswi.gov



James R. Ryan Municipal Building

Fire and Police Commission Village of Hales Corners

Meeting Notice and Agenda

December 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 **Hales Corners Firehouse (Training Room)**, 10000 W. Forest Home Avenue, 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 September 17, 2024 regular meeting.
- 2.2 Minutes from October 22, 2024 special meeting.
- 2.3 Minutes from October 29, 2024 special meeting.
- 2.4 Minutes from November 20, 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 Action Item
 - 3.2.1 Approve the appointment of C. Birmingham to the position of Police Officer.
- 3.3 President's Report
 - 3.3.1 Succession Planning
 - 3.3.1.1 Discussion of Police Chief promotional process timeline.
 - 3.3.1.2 Discussion of Fire Chief promotional process timeline.

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

March 19, 2025 at 6:30 PM, Village Hall (Board Room,) 5635 South New Berlin Road, Hales Corners.

5.0 Adjournment

Eric Cera, Police Chief
December 12, 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, Fire Chief Jaskulski and Fire Captain Hammernik. Absent: Trustee Liaison Chesney. Audience: None.

2.0 Approval of Minutes

2.1 June 18, 2024 – Motion (Smyczek/Schwartz) to approve as presented. Motion passed 5-0-0.

2.2 July 16, 2024 – Motion (Schwartz/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 presented. He emphasized that staffing has been the quarter's primary issue due to the number of officers moving out and in. The Department has an aggressive recruiting timeline for its upcoming vacancy but lacks applicants. The second focus has been budget preparation. Cuts to operations and some other factors will keep the requested increase nominal at 2.6%. Commissioner Dzick inquired why funding is not being requested for the eighteenth sworn position. Chief Cera advised that the eighteenth position historically has been vacant due to a lack of either candidates or funds. With the labor market at this time he thought it prudent to invest all available funds toward current loyal employees. Commissioner Dzick asked if there is a definitive time to move Information Technology positions to its own department as this has been an ongoing project for some years and asked if the Commission could assist in moving it along. Chief Cera indicated that is ultimately a Board decision. If the Board approves the recommendations he made in the budget he and Administrator Kulik could easily facilitate the transition. President Riemer inquired as to funding for the Police Clerk position. Chief Cera indicated that no funding was requested as the amount of administrative support needed should be no more than could be handled by a part-time position limited to any surplus funds on hand. President Riemer inquired on the status of the Detective Bureau. Chief Cera advised that discussions with the bargaining unit are soon wrapping up the details for the new Investigator position which will replace the old Detective position. Commissioner Dzick asked if total number of calls for service are down. Chief Cera confirmed that they are and explained that the decrease directly correlates to the amount of missing self-initiated activity due to vacant positions. Public generated calls for service have not dropped and remain consistent.

3.1.2 Fire Chief Report for third quarter – Chief Jaskulski presented. He said the requested budget will be a comfortable 5% primarily due to a 6% increase in salaries which was pre-scheduled to occur in this budget. The increase will be used to restore funding to the Deputy Chief position. It is also needed to increase Paramedic wages to retain and recruit those positions. Much time has been spent on equipment issues this quarter. Captain Hammernik has returned from hiatus to a paid on premise status and can be used as needed. A Firefighter/Advanced-EMT (Paramedic in training) position became vacant and no applications in two weeks of recruiting have been received. Captain Thorpe has resigned and that position will be vacant within two weeks. This position already has a candidate committed to fill it and can continue to be temporarily filled in an acting status by current experienced staff. These circumstances and the timing are actually good as it fits seamlessly into the succession plan for Chief. One paid on premise employee is resigning but the department already has a replacement. Call volume is still higher than previous years but it's slowing in pace. In conjunction with

some other municipalities the department received a grant for self-contained breathing apparatus. The department also received truly appreciated donations of exercise equipment from the Dzick Family and a Forward Looking Infrared Camera (FLIR) from the Hales Corners Lions Club. Commissioner Smyczek asked for a brief explanation of what the FLIR equipment does and suggested that the department's current FLIR unit be repurposed for Police Department use. Captain Hammernik gave a brief explanation and confirmed the transfer of use. Commissioner Schwartz asked for an update on the relationships with MATC and WCTC. Chief replied that not much has occurred due to the educational summer break. The department will have to find a new liaison to WCTC due to Captain Thorpe's departure and he's unoptimistic about resolving issues with MATC after meeting with the new instructional chair. President Riemer asked what the disposition of the retiring engine will be. Chief replied that it will assume the reserve position and the current reserve engine will be auctioned with an anticipated return of \$50-60,000.

3.2 Presidents Report

3.2.1 Succession Planning – Police: Chief Cera indicated that by mid-2025 there should be no less than three internal candidates for Chief. His currently scheduled last working day is January 2, 2026 but he will remain available to assist the successor for four to six weeks.

3.2.2 Succession Planning – Fire: Chief Jaskulski reiterated that the potential new hire mentioned in his report would be brought on in January next year and he plans on working with the new hire for six to eight months. Captain Kastern is starting the state's Public Policy Manager course and she'll be eligible for consideration at the completion of the course in spring. This puts his retirement between mid-summer and the end of the year.

3.3 League of Wisconsin Municipalities Police and Fire Commission webinar –

3.3.1 This training is intended primarily for new commissioners but is open to all. Chief Cera will arrange registrations for those interested.

3.3.2 Commissioner Mixon will attend and Commissioner Dzick will advise on his availability.

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

The date and time were confirmed by all Commissioners. At the suggestion of Chief Jaskulski the location will be the Firehouse so that an introduction to the new Fire Engine can be had.

Next regular meeting set-

December 17, 2024 at 6:30 PM, Firehouse (Training Room)
10000 W. Forest Home Avenue, Hales Corners.

Chief Cera did ask and President Reimer agreed, to consider calling a special meeting earlier for the appointment of a police officer once a candidate has been identified.

5.0 Adjournment –Motion (Schwartz/Smyczek) to adjourn at 6:57 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, Mixon, Schwartz and Smyczek. Staff: Police Chief Cera, Fire Chief Jaskulski and Trustee Liaison Chesney. Audience: Brian Gardner

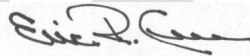
2.0 General Business

2.1 Action Items

2.1.1 Appointment of Police Officer – A motion was made (Dzick/Schwartz) to laterally appoint Zachary Marchewka to the position of Police Officer, effective November 1st, 2024 subject to a one-year probationary period. Motion passed 5-0-0.

2.1.2 Appointment of Fire Captain-Paramedic – Chief Jaskulski introduced Milwaukee Fire Battalion Chief Brian Gardner. Gardner provided a brief overview of his extensive fire career and professional credentials. He further expressed a strong excitement at the opportunity to continue his career with the Village. Chief Jaskulski echoed the excitement and advised that a start date needs to be coordinated based upon the needs of the service. A motion was made (Smyczek/Schwartz) to appoint Brian Gardner to the position of Fire Captain-Paramedic, on a date to be determined by the Chief and subject to a one-year probationary period from that date. Motion passed 5-0-0.

3.0 Adjournment –Motion (Schwartz/Smyczek) to adjourn at 6:43 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, Fire Chief Jaskulski and Trustee Liaison Chesney. Excused Absent: Commissioner Mixon. Audience: Mark Witt

2.0 General Business

2.1 Action Items

2.1.1 Appointment of Fire Captain-Paramedic – Chief Jaskulski advised that this position can be effectively filled by a candidate who is willing to commit to a contract arrangement which offsets the cost of any training the candidate may require related to the position. He then introduced Hales Corners Firefighter-EMT Mark Witt to the members. Witt provided a summary of his professional background, advised that the culture of the department is attractive to him and he sees this promotion as a big opportunity to give back to the department through the mentoring of younger personnel. He answered questions from Commissioners which again emphasized the attractive atmosphere of the department and recognition of the opportunity. Chief Jaskulski stated that Witt was recommended for the position by another Fire Chief and staff members. He further advised that Witt already has experience under filling the position since vacant. Chief Jaskulski requested Witt be appointed to the position. A motion was made (Smyczek/Dzick) to promote Mark Witt to the position of Fire Captain-Paramedic, effective November 3rd, 2024 and subject to a one-year probationary period. Motion passed 4-0-1.

3.0 Adjournment –Motion (Schwartz/Smyczek) to adjourn at 6:40 PM. Motion passed 4-0-1.



Prepared by: Eric R. Cera, Police Chief

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

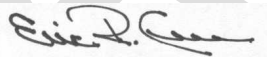
1.0 Roll Call – Present: Commission President Riemer, Commissioners; Schwartz and Smyczek. Staff: Police Chief Cera, Fire Chief Jaskulski, Fire Captain Hammernik. Excused Absent: Commissioners; Dzick and Mixon. Trustee Liaison Chesney. Audience: Kevin Rentz. Brian Gardner.

2.0 General Business

2.1 Action Items

2.1.1 Appointment of Fire Captain-Paramedic – Chief Jaskulski introduced Kevin Rentz to the Commission advising that he has been selected from a list of candidates for the current Firefighter – Paramedic vacancy. Rentz provided details regarding his educational background, previous work in the field of education and transition to Emergency Medical and Fire Services. He strongly expressed a love of service and community. Riemer asked about his previous related employment and Rentz provided some detail. Schwartz asked Jaskulski if all that was presented has been vetted. Jaskulski replied in the affirmative and recommended that Rentz be appointed to the position. A motion was made (Smyczek/Schwartz) to appoint Rentz to the position of Firefighter-Paramedic, effective November 21st, 2024 and subject to a one-year probationary period. Motion passed 3-0-2.

3.0 Adjournment – Motion (Schwartz/Smyczek) to adjourn at 6:41 PM. Motion passed 3-0-2.



Prepared by: Eric R. Cera, Police Chief



HALES CORNERS POLICE

5635 South New Berlin Road, Hales Corners, WI 53130

2024 4th quarter POLICE DEPARTMENT REPORT – 12 December 2024

ADMINISTRATIVE

Staffing

- Officer Gregory Pfeifer completed orientation training and was made part of minimum staffing October 30th.
- Laterally appointed Officer Zachary Marchewka began November 1st. He completed orientation training and was made part of minimum staffing December 8th.
- Officer Jennifer Hacker completes Police Recruit Training December 13th and will be assigned to Field Training. She should be a part of minimum staffing by April.
- Officer Joseph Becker advised he will be resigning for a position with the Walworth County Sheriff's Office, on a date to be determined, in January.

This will put staffing at sixteen of eighteen authorized (seventeen funded) sworn positions, fifteen of which meet minimum staffing standards. (Attachment)

Recruiting

- After two months, on November 9th, the active recruitment for lateral only applicants closed. The effort resulted in eleven applications, only six of which met the requirements. Of the six: three made it to background stage, one was appointed and one will be recommended. If the recommended candidate is approved sworn staffing will be maintained at sixteen and minimum staffing at fifteen.
- An active recruitment effort will begin on or about January 1st.

Organization

- The Detective job description was revised to better fit the department's investigative needs. A side letter was promulgated through the cooperative effort of command staff and the bargaining unit relative to the revised position. The letter was subsequently approved by the membership and Village Board.
- Officer Kyle Chucka has volunteered to take on the department's investigative tasks. He will serve as the department's Detective for the next three years.
- The department was notified that the school district may reinstitute bussing for students who reside south of Janesville Road. We will have to evaluate the impact on the Crossing Guard post at 116 & Janesville if that does occur.

General Orders

- Although the department's complete General Orders manual was successfully reformatted to Lexipol format; exorbitant cost increases discouraged full migration. The department will utilize another LWMMI preferred partner CSI-LLC in January.

Training

- A total of 306.5 hours of training were conducted September - November.

ACKNOWLEDGEMENTS

Service Award – Police Officer Joseph Becker received a *Service Award* – formal commendation recognizing five years of service to the Village. (Attachment)

Appreciation –Sergeant Adam Thompson received gratitude for his presentation on Human Trafficking to a community group. (Attachment)

Acknowledgement – Police Officer Jacob Tomaszewski was recognized for his sincere empathy toward citizens. (Attachment)

Commendation – Police Officer Joshua Jewell received a formal commendation – *Meritorious*, for elevating community preparedness and departmental readiness. He also received appreciation from a citizen in a fraud case he assisted. (Attachment)

Commendation – Police Officer Steven Kapellusch received a formal commendation – *Life Saving*, for his actions in providing emergency interventions during an overdose. (Attachment)

OPERATIONS

Calls for Service – Through November 30th, year to date total is 6949 CAD calls. Nearly four hundred more than last year but below the previous three-year average of 7359.

Contacts Year to Date – 3042 officer initiated contacts. The three-year average is 3449. Total citizen contacts tally 3845; slightly more than last year but below the previous three-year average of 4212.

ACTION ITEMS

Chief Cera advises that former Police Officer Christopher Birmingham has successfully completed all phases of the hiring process. He further attests that no member of the Police Department staff is related to, nor has a common business interest with Mr. Birmingham.

Chief Cera respectfully requests the re-appointment of Christopher Birmingham to the position of Police Officer, effective January 1st, 2025 and subject to a one-year probationary period.

OFFICER	START HCPD	Years as HCPD PO	Years as PO	
Cera	10/27/1997	27.11	29.01	12/4/1995 Start date as sworn PO.
Henner	6/1/2004	20.52	21.93	1/3/2003 Start date as sworn PO.
Jacobi	11/15/2004	20.06	24.51	6/4/2000 Start date as sworn PO.
Landry	8/24/2006	18.29		
Zellmer	10/29/2012	12.11		
Brustmann	10/7/2015	9.17		
Chucka	1/21/2019	5.88		
Jewell	8/21/2019	5.30		
Becker	10/22/2019	5.13	6.76	3/6/2018 Start date as sworn PO.
Thompson	1/8/2021	3.91	18.50	6/6/2006 Certification date.
Tomaszewski	3/16/2022	2.73	5.26	9/4/2019 Certification date.
Kapellusch	7/24/2023	1.37		
Rangel	4/15/2024	0.64	1.30	8/21/2023 Certification date.
Hacker	7/30/2024	0.35		
Pfeifer	9/1/2024	0.26	1.38	7/20/2023 Certification date.
Marchewka	11/1/2024	0.10	1.10	11/1/2023 Certification date.

Calculations as of 12/6/2024



Village of Hales Corners POLICE DEPARTMENT

5635 South New Berlin Road, Hales Corners, WI 53130

October 22, 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
Kyle Chucka

Officer
Joshua Jewell

Officer
Joseph Becker

Officer
Jacob Tomaszewski

Officer
Steven Kapellusch

Officer
Owen Rangel

Officer
Jennifer Hacker

Officer
Gregory Pfeifer

IT Specialist
Derek Novy

Crossing Guard
Lori Archiquette

FORMAL LETTER OF COMMENDATION POLICE OFFICER JOSEPH BECKER

The Village of Hales Corners was blessed on October 22nd, 2019, when Police Officer Joseph Becker decided to level up his professional law enforcement career with the Hales Corners Police Department.

In the performance of his regular duties as an officer he's earned six compliments, a formal commendation and multiple letters of appreciation. More than that, in the manner of a consummate professional, Joe continues to embrace opportunities for growth and leadership. He's obtained instructor certification and serves as a Field Training Officer. He has further distinguished himself by developing and implementing a drone program for the department.

It is with sincere gratitude that I bestow upon Officer Joseph Becker 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: Sergeant Adam Thompson

DATE: October 24, 2024

COUNSELING ACTION

☐ Formal Commendation Requested ☒ Informal Commendation Issued ☐ Other:

DESCRIPTION OF INCIDENT:

Saint Dominic Parish's Human Concerns Committee contacted our Department after failing to obtain a commitment from any of thier local departments to present on the complex matter of Human Trafficking. Sergeant Adam Thompson graciously volunteered to handle the task which including creating a full presentation. On October 23rd, 2024 he personally presented it.

The words of the committee chair seem to perfectly encapsulate Adam's efforts, "Thank you so much for having Sergeant Thompson come to speak with us, his presentation was great. It really was well received. I had a lot of people commenting that he was very informative and they learned a lot. I know personally that I learned a lot from his presentation, so please again express our gratitude and thank you to you for connecting us with him!"

Adam's unselfish initiative to help and high level performance clearly demonstrate both *service with integrity*.

Well done!

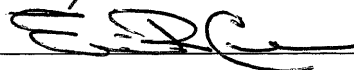
EMPLOYEE COMENTS:

EMPLOYEE'S SIGNATURE



DATE: 10/24/24

SUPERVISOR'S SIGNATURE



DATE: 10/24/24

HALES CORNERS POLICE DEPARTMENT

EMPLOYEE COMPLIMENTARY COUNSELING FORM

HCP-63

EMPLOYEE: Police Officer Jacob Tomaszewski

DATE: October 11, 2024

COUNSELING ACTION

☐ Formal Commendation Requested ☒ Informal Commendation Issued ☐ Other:

DESCRIPTION OF INCIDENT:

This compliment speaks to a pattern of behavior exhibited by Police Officer Jacob Tomaszewski.

On Sunday, October 6th PO Tomaszewski assisted in a child custody transfer necessitated by the child's mother being unable to leave her post at a medical facility due to emergency demands. Upon learning the mother would be working a shift totalling 24 hours he took it upon himself to provide her with coffee and lunch to help her through.

Within the same hour PO Tomaszewski responded to a violent sexual assault event. He arrested the offender and dilligently completed the investigation. Later, during the presentation of the case to the District Attorney he was complimented for his fervent victim advocacy.

These acts of empathy truly demonstrate the spirit of Service that is founded in genuine Humilty. They are most assuredly worthy of acknowledgement.

Thank you Jake for embodying these core values!

EMPLOYEE COMENTS:

EMPLOYEE'S SIGNATURE _____ DATE: _____

SUPERVISOR'S SIGNATURE  _____ DATE: 10/11/24



Village of Hales Corners
POLICE DEPARTMENT
5635 South New Berlin Road, Hales Corners, WI 53130

September 23, 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
Steven Kapellusch

Officer
Owen Rangel

Officer
Jennifer Hacker

Officer
Gregory Pfeifer

IT Specialist
Derek Novy

Crossing Guard
Lori Archiquette

FORMAL LETTER OF COMMENDATION
POLICE OFFICER JOSHUA JEWELL

THIS LETTER IS FOR ALL TO RECOGNIZE THE EXCEPTIONAL SERVICE PROVIDED TO THE HALES CORNERS POLICE DEPARTMENT BY POLICE OFFICER JOSHUA JEWELL FROM JULY 2024 THRU SEPTEMBER 2024. DURING SUCH TIME OFFICER JOSHUA DISTINGUISHED HIMSELF BY IMPLEMENTING NEW TECHNOLOGY AND EQUIPMENT, ESTABLISHING HIGHER FIREARM QUALIFICATION STANDARDS FOR OFFICERS AND BY PROVIDING THE MEMEBERS WITH REALISTIC AND VALUABLE TRAINING THAT WILL BE INSTRUMENTAL TO THE DEPARTMENT'S MISSION OF *SAVING LIVES*. OFFICER JEWELL ACCOMPLISHED ALL THESE IN ADDITION TO HIS REGULARLY ASSIGNED DUTIES.

JOSH'S PERFORMANCE AND DEVOTION TO FULFILLING HIS DUTIES SPEAKS HIGHLY TO HIS OVERALL CHARACTER WHICH MANIFESTS IN A LEVEL OF PROFESSIONALISM THAT REFLECTS GREAT CREDIT NOT ONLY UPON HIMSELF, BUT ALSO THE HALES CORNERS POLICE DEPARTMENT AND THE LAW ENFORCEMENT PROFESSION.

IT IS WITH GREAT HONOR THAT I BESTOW UPON POLICE OFFICER JOSHUA JEWELL THIS FORMAL *LETTER OF COMMENDATION* ACKNOWLEDGING HIS *MERITORIOUS* EFFORT AND THANK HIM FOR HIS DEDICATED SERVICE.

RESPECTFULLY,

Eric R. Cera
Chief of Police



Lieutenant Henner +
Officer Jewell,
we are thankful for you
and the Hales Corners
Police Department. The
training on August 22
was valuable for our
teachers + staff. Thank
you for all the extra
time + preparation needed
+ the care you provided.
God bless you as you
serve our community!

♥ Your friends at
Hales Corners Lutheran

Below is a summary of Officer Jewell's accomplishments:

August 2: Outdoor Range (Muskego)

Officer Jewell played an integral part in the planning and preparation of this training. Josh specifically focused on the rifle training for the officers on the department. It included zeroing optics/iron sights, a rifle qualification course, and a rifle combat course.

The zeroing of officer's individual assigned rifles proved valuable by increasing their confidence and effectiveness when using the equipment.

This was the **first time the Hales Corners Police Department integrated a rifle qualification course**, a course Josh specifically created. He took the State of Wisconsin example, modified it and incorporated additional aspects he felt were important to officer's usage of rifles in the current operational environment.

Though the combat course proved to be challenging, it was well received in the sense that it was necessary, realistic, competitive but fun at the same time.

Overall department feedback trended heavily towards Josh's attentiveness and knowledge of the topic.

August 22: RTF training at Hales Corners Lutheran

Again, Officer Jewell coordinated this training doing the "heavy lifting" by working with school staff and Hales Corners Fire Department in the planning phase. The planning phase commenced and ran for three months prior to the actual event. Josh was able to balance his time while working patrol to make this event successful. His collaborative effort with HCL and HCFD members ensured that the scenarios were executed safely while offering a realistic feel.

The training offered valuable lessons to not only HCPD officers, but the command staff as well. Their role during an active shooter incident deemed to be significant in the deployment of personnel, tracking, and combined efforts with fire command and risk mitigation.

HCL staff even extended their gratitude to Josh's efforts how the event provided them with lessons they learned and what they can build on as a staff (card attached).

September 6-9: Glock 47 MRDS (Miniaturized Red Dot Sight) implementation

Officer Jewell recently became a certified firearms instructor; he is the first one on the agency to earn the MRDS instructor certification. In recent months command staff decided that it was the appropriate time to transition to this new piece of equipment.

The first phase of this plan came with selecting the proper firearm, sight and holster for the agency's officers. Josh offered his knowledge and expertise in making proper selections that would be the best fit for every officer. The second phase was building a training outline for officers to gain confidence and

build proficiency on the new pieces of equipment. Josh single handedly built this training plan. The third and final phase of the plan was the actual conduction of training and implementation. Josh seamlessly worked long hours by providing each officer with attentive one on one training to make sure they were comfortable using the new equipment. Initially, there was uncertainty and doubt with the sudden transition but Josh's efforts provided both confidence and comfort but most importantly proficiency.

The agency achieved a 100% first time pass rate on the WILESB handgun qualification course using the new equipment. Every score achieved was at least 93% or higher. This is the first time the agency has seen scores this high since WILESB released the mandated annual handgun qualification course.

Commendation Award Summary

FOR EXCEPTIONAL SERVICE TO THE HALES CORNERS POLICE DEPARTMENT FROM AUGUST 2024 THRU SEPTEMBER 2024. OFFICER JOSHUA JEWELL DISTINGUISHED HIMSELF BY PROVIDING THE AGENCY WITH REALISTIC AND VALUABLE TRAINING THROUGH COLLABORATIVE AND INDIVIDUAL EFFORTS THAT WILL BE INSTRUMENTAL TO THE DEPARTMENTS MISSION OF *SAVING LIVES*. HIS DETERMINATION AND DEVOTION TO DUTY SPEAK HIGHLY TO HIS OVERALL CHARACTER. HIS PERFORMANCE REFLECTS GREAT CREDIT UPON HIMSELF, THE HALES CORNERS POLICE DEPARTMENT AND THE LAW ENFORCEMENT PROFESSION.

HALES CORNERS POLICE DEPARTMENT

EMPLOYEE COMPLIMENTARY COUNSELING FORM

HCP-63

EMPLOYEE: Police Officer Joshua Jewell

DATE: November 13, 2024

COUNSELING ACTION

☐ Formal Commendation Requested ☒ Informal Commendation Issued ☐ Other:

DESCRIPTION OF INCIDENT:

On November 10, 2024 Chief Cera was contacted by a resident that Police Officer Joshua Jewell assisted. The resident related the following positive comments regarding his demeanor and performance...

"I thought that I was a victim in a scam last night so I called the Hales Corners Police Dept. Police Officer Joshua Jewell came over to my home to help me.

He was so personable and professional. He knew exactly what to do in my situation and because of his knowledge it was resolved very quickly.

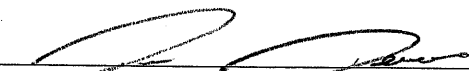
I just wanted to let you know what a positive experience I had and to thank you for that!

Linda Giuffre
Hales Corners Resident "

Well done Josh!

EMPLOYEE COMMENTS:

EMPLOYEE'S SIGNATURE



DATE: 11/13/24

SUPERVISOR'S SIGNATURE



DATE: 11/13/24



Village of Hales Corners
POLICE DEPARTMENT
5635 South New Berlin Road, Hales Corners, WI 53130

November 21, 2024

FORMAL LETTER OF COMMENDATION
POLICE OFFICER STEVEN KAPELUSCH

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
Kyle Chucka

Officer
Joshua Jewell

Officer
Joseph Becker

Officer
Jacob Tomaszewski

Officer
Steven Kapellusch

Officer
Owen Rangel

Officer
Jennifer Hacker

Officer
Gregory Pfeifer

Officer
Zachary Marchewka

IT Specialist
Derek Novy

Crossing Guard
Lori Archiquette

On Monday, November 18th, 2024 at 2:54/AM, Police Officer Steven Kapellusch and Sergeant Adam Thompson were dispatched to a possible overdose on Scharles Avenue.

Upon arrival Officer Kapellusch located the victim and a bystander. He quickly interviewed the bystander. It was reported that the victim had recently used heroin and was administered Narcan with no effect.

Officer Kapellusch conducted a patient assessment and determined that the subject was pulseless and not breathing. Based upon his interview and observations he confirmed the likelihood of a life threatening drug overdose. He administered Narcan to the unresponsive victim and began high quality cardio pulmonary resuscitation (CPR.)

Sergeant Thompson arrived on scene and prepared an automatic external defibrillator (AED.) Once ready Officer Kapellusch paused CPR so that the AED could be applied and simultaneously conducted a second patient assessment. It was determined that the CPR was successful in restoring the victim's heartbeat but that he was still unconscious. Another round of Narcan was administered to augment the positive response. Soon thereafter care was turned over to Emergency Medical Services. The victim ultimately survived the incident.

The preservation of life is the most desired and fundamental function of law enforcement. Police Officer Steven Kapellusch's rapid assessment of the situation, his timely application of the appropriate interventions and spirited cooperative effort with Sergeant Thompson resulted in saving the victim's life. Steve's actions are exemplary, and reflect great credit not only on himself, but the Hales Corners Police Department and the Law Enforcement profession.

It is with great honor that I bestow upon Police Officer Steven Kapellusch this formal *Letter Of Commendation* acknowledging his *Lifesaving* effort and thank him for his dedicated service.

Respectfully,

Eric R. Cera
Chief of Police



Hales Corners Fire Department Summary Report September-November 2024

December 10, 2024

Staffing as of December 10, 2024

Paid on Premise = 30.

Fire Chief = 1

Fulltime Captains = 2 (1 vacancy to be filled on Jan. 3, 2025)

Fulltime FF/Paramedics = 1

Fulltime FF/AEMT = 1

Part Time Fire Inspector = 1

New Hires/Resignations

Fulltime Staff

Captain/Paramedic Jamie Thorpe resigned effective 09/28/24. Jamie took a fulltime position with the Milwaukee County Office of Emergency Management. She will be instructing in their EMS section.

Fulltime FF/Paramedic Gurkirat Toor resigned effective 11/13/24.

Fulltime Captain/Paramedic Brian Gardner was approved for hire. He will begin working on January 3, 2025.

Fulltime FF/AEMT Mark Witt was promoted up from Paid on Premise FF/AEMT effective 11/3/24. Mark will be attending paramedic training as soon as we can find a spot for him in a course.

Fulltime FF/Paramedic Kevin Rentz was hired effective 11/20/24.

Paid on Premise Resignations

FF/AEMT Sara Genske resigned effective 10/16/24.

FF/EMT Mitchum Sobieski resigned effective 11/1/24.

Paid on Premise New Hires

FF/EMT Colin Haskey was hired effective 9/19/24

FF/EMT Zachary O'Hair was hired effective 11/6/24



Hales Corners Fire Department Summary Report September-November 2024

FF/EMT Amanda Claro-Bevsek was hired effective 11/23/24

FF/EMT Terrance Banks was hired effective 11/24/24

Apparatus

Ambulance 72 is set to go in for repairs in early January 2025. The damage was caused by an accident that had occurred in August.

The “new” Engine 71 delivery date has been pushed back to sometime in January. The reason for the delay has been explained as “supply chain issues”.

Building Maintenance

The new fire engine is being funded with a “state trust fund loan”. Added into this loan was funding to complete a complete “tear up” and repaving of the HCFD parking lot.

Information Technology

The process of running Spectrum fiber into the HCFD was completed in September.

Assistance with Firefighter’s Grant

The HCFD portion of the Assistance to Firefighters Grant (AFG) will allow us to purchase 12 new Self Contained Breathing Apparatus harnesses. This will take place within the next 30 days.

Training

We have 6 paid on call members that are taking their final tests for Driver Operator certification.

We are sending 2 personnel to Advanced EMT Training at the Gateway Technical College beginning in January 2025.

Captain Kastern began her Wisconsin Certified Public Manager training in November.

Paramedic

The HCFD will begin the transition into the paramedic level of service beginning on January 1, 2025. We have been sending our paramedics to other agencies to receive their onboarding training but we will now be able to complete this “in house”. This can happen because Captain Gardner is an existing paramedic within the county system, he can precept our personnel.



Hales Corners Fire Department Summary Report September-November 2024

Part Time Fire Inspector

The part time Fire Inspector, Mark Gregory, will take on the responsibility of Village Code Enforcement beginning in January 2025.

2025 Budget Highlights

- Addition of a paid on premise Assistant Fire Chief.
- Addition of a pay rate for paid on premise FF/Paramedic.



Hales Corners Fire Department

Monthly Statistics September 2024



Total Calls

Fire = 13
EMS= 116
Cancelled Enroute = 4
Total = 133

Total calls for the year 2024 = 1,266
Total calls for the year 2023 = 1,225
Total calls for the year 2022 = 1,119

ALS Responses

Total Month= 25 Total YTD = 263

Franklin-	7	82
Greendale-	19	125
Greenfield-	8	53
West Allis-	1	3
Milwaukee-	0	0

Mutual Aid Given/Received for September 2024

Total Given =20 Total YTD = 291

Franklin-	6	58
Greendale-	4	113
Greenfield-	7	102
West Allis-	3	14
Milwaukee-	0	1
Other-	0	3

Total Received = 6 Total YTD = 74
(does not include ALS response)

Franklin-	3	25
Greendale-	0	15
Greenfield-	1	22
West Allis-	0	6
Milwaukee-	2	6



Hales Corners Fire Department Monthly Statistics October 2024



Total Calls

Fire = 30
EMS= 93
Cancelled Enroute = 0
Total = 123

Total calls for the year 2024 = 1,389
Total calls for the year 2023 = 1,356
Total calls for the year 2022 = 1,241

ALS Responses

Total Month= 22 Total YTD = 285

Franklin-	8	90
Greendale-	8	133
Greenfield-	5	58
West Allis-	1	4
Milwaukee-	0	0

Mutual Aid Given/Received for October 2024

Total Given =22 Total YTD = 313

Franklin-	7	65
Greendale-	8	121
Greenfield-	7	109
West Allis-	0	14
Milwaukee-	0	1
Other-	0	3

Total Received = 2 Total YTD = 76
(does not include ALS response)

Franklin-	1	26
Greendale-	1	16
Greenfield-	0	22
West Allis-	0	6
Milwaukee-	0	6



Hales Corners Fire Department Monthly Statistics November 2024



Total Calls

Fire = 23
EMS= 105
Cancelled Enroute = 6
Total = 128

Total calls for the year 2024 = 1,517
Total calls for the year 2023 = 1,522
Total calls for the year 2022 = 1,377

ALS Responses

Total Month= 27 Total YTD = 312

Franklin-	10	100
Greendale-	13	146
Greenfield-	4	62
West Allis-	0	4
Milwaukee-	0	0

Mutual Aid Given/Received for October 2024

Total Given =26 Total YTD = 339

Franklin-	7	72
Greendale-	10	131
Greenfield-	8	117
West Allis-	1	15
Milwaukee-	0	1
Other-	0	3

Total Received = 6 Total YTD = 82
(does not include ALS response)

Franklin-	2	28
Greendale-	4	20
Greenfield-	0	22
West Allis-	0	6
Milwaukee-	0	6

Hales Corners Fire Department

Hales Corners, WI

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Incident Type Count per Station for Incident Status

Incident Status: All | Start Date: 09/01/2024 | End Date: 11/30/2024

INCIDENT TYPE	# INCIDENTS
Station: ST1 - Hales Corners Fire Department	
Incident Status: Reviewed	
131 - Passenger vehicle fire	2
154 - Dumpster or other outside trash receptacle fire	1
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	293
322 - Motor vehicle accident with injuries	14
323 - Motor vehicle/pedestrian accident (MV Ped)	2
324 - Motor vehicle accident with no injuries.	3
381 - Rescue or EMS standby	1
412 - Gas leak (natural gas or LPG)	2
413 - Oil or other combustible liquid spill	1
444 - Power line down	3
445 - Arcing, shorted electrical equipment	1
511 - Lock-out	1
520 - Water problem, other	1
531 - Smoke or odor removal	2
550 - Public service assistance, other	1
551 - Assist police or other governmental agency	1
553 - Public service	1
561 - Unauthorized burning	1
571 - Cover assignment, standby, moveup	2
611 - Dispatched & cancelled en route	12
700 - False alarm or false call, other	11
735 - Alarm system sounded due to malfunction	7
743 - Smoke detector activation, no fire - unintentional	7
744 - Detector activation, no fire - unintentional	2
745 - Alarm system activation, no fire - unintentional	10
746 - Carbon monoxide detector activation, no CO	1
Total Reviewed Incidents for ST1 - Hales Corners Fire Department:	384

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



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