



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes Board of Police and Fire Commissioners

Monday, May 20, 2024

5:00 PM

Waukesha Fire Department – Training Room

Members Present: Cheryl Gemignani, Lori Fabian, Therese Suslick, John Arneson

Members Absent: Curt Otto

Staff Present: Police Captain James Hoffmann, Interim Fire Chief Joseph Hoffman, Kathy Stefan

1. **Call to Order** – 5:00 pm

2. **Approval of Minutes April 22, 2024**

MOTION BY FABIAN TO APPROVE THE MINUTES OF APRIL 22, 2024 SECOND BY SUSLICK
MOTION - **Carried**

3. **Correspondence** - None

4. **Police Department Personnel - Police Chief Employee Status Report**

a. Completion of Probation of Lieutenant Scott S. Christensen effective May 23, 2024.

MOTION BY FABIAN TO APPOINT LIEUTENANT SCOTT S. CHRISTENSEN TO BE CERTIFIED FOR A REGULAR POSITION ON THE WAUKESHA POLICE DEPARTMENT EFFECTIVE MAY 23, 2024. LIEUTENANT CHRISTENSEN WILL COMPLETE HIS ONE-YEAR PROBATIONARY PERIOD EFFECTIVE MAY 23, 2024. HE HAS RECEIVED A SATISFACTORY EVALUATION BY HIS SUPERIORS AND HAS COMPLETED THE REQUIRED DRUG SCREEN. SECOND BY SUSLICK

MOTION - **Carried**

b. Completion of Probation of Sergeant Bryan R. Spakowicz effective May 23, 2024.

MOTION BY SUSLICK TO APPOINT SERGEANT BRYAN R. SPAKOWICZ TO BE CERTIFIED FOR A REGULAR POSITION ON THE WAUKESHA POLICE DEPARTMENT EFFECTIVE MAY 23, 2024. SERGEANT SPAKOWICZ WILL COMPLETE HIS ONE-YEAR PROBATIONARY PERIOD EFFECTIVE MAY 23, 2024. HE HAS RECEIVED A SATISFACTORY EVALUATION BY HIS SUPERIORS AND HAS COMPLETED THE REQUIRED DRUG SCREEN. SECOND BY ARNESON

MOTION - **Carried**

c1. Appointment of Dominique E. Ramirez to the position of Patrol Officer effective May 28, 2024.

MOTION BY ARNESON TO APPOINT DOMINIQUE E. RAMIREZ TO THE POSITION OF PATROL OFFICER FOR THE WAUKESHA POLICE DEPARTMENT EFFECTIVE MAY 28, 2024. HIS APPOINTMENT IS SUBJECT TO COMPLETING A ONE-YEAR PROBATIONARY PERIOD. HE HAS COMPLETED THE REQUIRED PSYCHOLOGICAL EXAM, PHYSICAL EXAM AND DRUG SCREEN. SECOND BY FABIAN

MOTION – **Carried**

- c2. Appointment of Robert C. LeMense to the position of Patrol Officer effective May 28, 2024.

MOTION BY FABIAN TO APPOINT ROBERT C. LEMENSE TO THE POSITION OF PATROL OFFICER FOR THE WAUKESHA POLICE DEPARTMENT EFFECTIVE MAY 28, 2024. HIS APPOINTMENT IS SUBJECT TO COMPLETING A ONE-YEAR PROBATIONARY PERIOD. HE HAS COMPLETED THE REQUIRED PSYCHOLOGICAL EXAM, PHYSICAL EXAM AND DRUG SCREEN. SECOND BY SUSLICK

MOTION – **Carried**

- c3. Appointment of Diego N. Smilanich to the position of Patrol Officer effective July 30, 2024.

MOTION BY SUSLICK TO APPOINT DIEGO N. SMILANICH TO THE POSITION OF PATROL OFFICER FOR THE WAUKESHA POLICE DEPARTMENT EFFECTIVE JULY 30, 2024. HIS APPOINTMENT IS SUBJECT TO COMPLETING RECRUIT SCHOOL AND A ONE-YEAR PROBATIONARY PERIOD. HE HAS COMPLETED THE REQUIRED PSYCHOLOGICAL EXAM, PHYSICAL EXAM AND DRUG SCREEN. SECOND BY ARNESON

MOTION – **Carried**

- c4. Appointment of Eli J. Tranel to the position of Patrol Officer effective July 30, 2024.

MOTION BY ARNESON TO APPOINT ELI J. TRANEL TO THE POSITION OF PATROL OFFICER FOR THE WAUKESHA POLICE DEPARTMENT EFFECTIVE JULY 30, 2024. HIS APPOINTMENT IS SUBJECT TO COMPLETING THE REQUIRED PSYCHOLOGICAL EXAM, PHYSICAL EXAM AND DRUG SCREEN AND A ONE-YEAR PROBATIONARY PERIOD. SECOND BY FABIAN

MOTION – **Carried**

5. Fire Department Personnel - Fire Chief Employee Status Report

- a. Matter of Report - Retirement of Lieutenant/Paramedic Christopher Franson effective June 2, 2024.
- b. Promotion of Equipment Operator/Paramedic Daryl Schrader to the position of Lieutenant/Paramedic effective June 2, 2024.

MOTION BY FABIAN TO APPROVE THE PROMOTION OF EQUIPMENT OPERATOR/ PARAMEDIC DARYL SCHRADER TO THE POSITION OF LIEUTENANT/PARAMEDIC EFFECTIVE JUNE 2, 2024, SUBJECT TO THE COMPLETION OF A ONE-YEAR PROBATIONARY PERIOD. SECOND BY SUSLICK

MOTION – **Carried**

- c. Promotion of Firefighter/Paramedic Jeffrey Kimpel to the position of Equipment Operator/ Paramedic effective June 2, 2024.

MOTION BY SUSLICK TO APPROVE THE PROMOTION OF FIREFIGHTER/PARAMEDIC JEFFREY KIMPEL TO THE POSITION OF EQUIPMENT OPERATOR/PARAMEDIC EFFECTIVE JUNE 2, 2024, SUBJECT TO THE COMPLETION OF A ONE-YEAR PROBATIONARY PERIOD. SECOND BY ARNESON

MOTION – **Carried**

- d. Completion of Probation – Firefighter Dalton Shea effective May 28, 2024.

MOTION BY ARNESON TO APPOINT PROBATIONARY FIREFIGHTER/PARAMEDIC DALTON SHEA TO THE REGULAR POSITION OF FIREFIGHTER/PARAMEDIC EFFECTIVE MAY 28, 2024. FIREFIGHTER/PARAMEDIC SHEA HAS COMPLETED THE EVALUATION AND TRAINING REQUIREMENTS OF THE EIGHTEEN-MONTH PROBATIONARY PERIOD. SECOND BY FABIAN

MOTION – **Carried**

- e. Extend probation – Firefighter Cody Bultman.

MOTION BY FABIAN TO APPROVE AN EXTENSION TO THE PROBATIONARY PERIOD OF FIREFIGHTER/EMT CODY BULTMAN FOR A TIME PERIOD ANTICIPATED TO END ON OR BEFORE JULY 31, 2024, TO COMPLETE PARAMEDIC LICENSURE REQUIREMENTS, WHICH IS A CONDITION OF EMPLOYMENT. SECOND BY SUSLICK

MOTION – **Carried**

6. **Old Business**

- a. Fire Chief Recruitment/Search Update – Nothing reported.
- b. Patrol Officer Recruitment Process Update 2024 – Captain Hoffmann reported that they are on track according to schedule and appreciate the flexibility in scheduling interviews.
- c. Firefighter Recruitment Process Update 2024 – Interim Chief Hoffman reported 7 interviews scheduled for immediately following regular business.

7. **New Business**

- a. Election of Officers

MOTION BY FABIAN TO NOMINATE CHERYL A GEMIGNANI TO THE POSITION OF CHAIRPERSON SECOND BY ARNESON

MOTION – **Carried**

MOTION BY FABIAN TO NOMINATE CURT OTTO TO THE POSITION OF VICE CHAIRPERSON SECOND BY SUSLICK

MOTION – **Carried**

MOTION BY ARNESON TO NOMINATE LORI FABIAN TO THE POSITION OF SECRETARY SECOND BY SUSLICK

MOTION – **Carried**

MOTION BY FABIAN TO APPOINT KATHY STEFAN TO THE POSITION OF RECORDING SECRETARY SECOND BY SUSLICK

MOTION - **Carried**

- b. Police Department Report – Nothing to report.
- c. Fire Department Report – Nothing to report.

8. **Convene in Closed Session**

MOTION BY FABIAN TO CONVENE IN CLOSED SESSION PURSUANT TO WISCONSIN STATE STATUTES 19.85(1)(c) FOR THE PURPOSE OF INTERVIEWING APPLICANTS FOR THE POSITION OF FIREFIGHTER. SECOND BY ARNESON

ROLL CALL VOTE: FABIAN – AYE; SUSLICK – AYE; ARNESON - AYE

MOTION – **Carried**

9. **Reconvene in Open Session**

MOTION BY FABIAN TO RECONVENE IN OPEN SESSION. SECD BY SUSLICK

ROLL CALL VOTE: FABIAN – AYE; SUSLICK – AYE; ARNESON - AYE

MOTION – **Carried**

10. **Action on Matters Discussed in Closed Session**

MOTION BY ARNESON TO APPROVE ALL CANDIDATES INTERVIEWED. SECOND BY
SUSLICK

MOTION - **Carried**

11. **Adjourn** - MOTION BY FABIAN TO ADJOURN SECOND BY ARNESON

MOTION – **Carried** Meeting adjourned at 7:05 pm

Respectfully submitted,

Kathy S. Stefan

Kathy S. Stefan
Recording Secretary