



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes

Board of Police and Fire Commissioners

Monday, January 24, 2022

5:00 PM

Waukesha Fire Department - Fire Station No. 1

Members Present: Chairperson Cheryl Gemignani, Catherine Jorgens, Curt Otto, Charlie Betker, Lori Fabian

Members Absent: None

Staff Present: Police Chief Daniel Thompson, Fire Chief Steve Howard, Kathy Stefan

1. **Call to Order** – 5:00 pm
2. **Approval of Minutes December 20, 2021**
3. **Correspondence** - None
4. **Police Department Personnel - Police Chief Employee Status Report**

- a. Appointment of Jorge Arellano to the position of Patrol Officer effective January 25, 2022.

MOTION BY JORGENS TO APPOINTMENT JORGE ARELLANO TO THE POSITION OF PATROL OFFICER FOR THE WAUKESHA POLICE DEPARTMENT EFFECTIVE JANUARY 25, 2022. 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 BETKER

MOTION – **Carried**

5. **Fire Department Personnel - Fire Chief Employee Status Report**

- a. Matter of Report - Retirement of Equipment Operator – Hold until February meeting.
- b. Matter of Report – Retirement of Firefighter/Paramedic Kira Benkert effective April 4, 2022.
- c1. Appointment of Recruit Firefighter/Paramedic Justin T. Benko effective February 28, 2022.

MOTION BY FABIAN TO APPOINT JUSTIN T. BENKO TO THE POSITION OF RECRUIT FIREFIGHTER/PARAMEDIC EFFECTIVE FEBRUARY 28, 2022. MR. BENKO HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO THE COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD. SECOND BY BETKER

MOTION – **Carried**

- c2. Appointment of Recruit Firefighter/EMT Daniel J. Sampson effective February 28, 2022.

MOTION BY OTTO TO APPOINT DANIEL J. SAMPSON TO THE POSITION OF RECRUIT FIREFIGHTER/EMT EFFECTIVE FEBRUARY 28, 2022. MR. SAMPSON HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO THE COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD AND ATTAINMENT OF STATE OF WISCONSIN PARAMEDIC LICENSURE PRIOR TO THE END OF THE PROBATIONARY PERIOD. SECOND BY BETKER

MOTION – **Carried**

- c3. Appointment of Recruit Firefighter/EMT Kyle P. Donahue effective February 28, 2022.

MOTION BY JORGENS TO APPOINT KYLE P. DONAHUE TO THE POSITION OF RECRUIT FIREFIGHTER/EMT EFFECTIVE FEBRUARY 28, 2022. THIS APPOINTMENT IS CONTINGENT ON A VACANCY BEING CREATED BY A PENDING NOTICE TO RETIRE. MR. DONAHUE HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO THE COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD AND ATTAINMENT OF STATE OF WISCONSIN PARAMEDIC LICENSURE PRIOR TO THE END OF THE PROBATIONARY PERIOD. SECOND BY BETKER

MOTION – **Carried**

- c4. Appointment of Recruit Firefighter/Paramedic Laura E. Berrueta effective February 28, 2022.

MOTION BY FABIAN TO APPOINT LAURA E. BERRUETA TO THE POSITION OF RECRUIT FIREFIGHTER/PARAMEDIC EFFECTIVE FEBRUARY 28, 2022. MS. BERRUETA HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO THE COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD AND ATTAINMENT OF STATE OF WISCONSIN FIREFIGHTER II CERTIFICATION PRIOR TO THE END OF THE PROBATIONARY PERIOD. SECOND BY BETKER

MOTION – **Carried**

- c5. Appointment of Recruit Firefighter/EMT Nicholas S. Berghoefer effective February 28, 2022.

MOTION BY OTTO TO APPOINT NICHOLAS S. BERGHOEFER TO THE POSITION OF RECRUIT FIREFIGHTER/EMT EFFECTIVE FEBRUARY 28, 2022. MR. BERGHOEFER HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO THE COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD AND ATTAINMENT OF STATE OF WISCONSIN PARAMEDIC LICENSURE AND STATE OF WISCONSIN FIREFIGHTER II CERTIFICATION PRIOR TO THE END OF THE PROBATIONARY PERIOD. SECOND BY BETKER

MOTION – **Carried**

6. Old Business

- a. Discussion relative to Firefighter Recruitment Process 2022-1 – Chief Howard reported that applications are due on Monday, January 31, 2022.

7. **New Business**

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

8. **Adjourn** - MOTION BY FABIAN TO ADJOURN SECOND BY OTTO

MOTION – Carried Meeting adjourned at 5:12 pm

Respectfully submitted,

Kathy S. Stefan

Kathy S. Stefan
Recording Secretary