

MEETING MINUTES
PUBLIC SAFETY COMMITTEE MEETING
MAY 3, 2021
GERMANTOWN VILLAGE HALL BOARD ROOM

CALL: The meeting was called to order at 6:03 p.m. by Chairman Myers.

ROLL CALL: Chairman Myers, Trustees Hudson, J. Miller, and Pieper.

Also present were Police Chief Snow, Fire Chief Delain, Administrator Kreklow, Clerk Braunschweig, HR Manager Tucker.

PUBLIC COMMENT: no comments

APPROVAL OF MINUTES: a motion was made by Pieper, seconded by Hudson, to approve the minutes of the April 5, 2021 Public Safety Committee meeting and the April 19, 2021 Special Public Safety Committee meeting. Motion carried unanimously.

POLICE DEPARTMENT MONTHLY REPORT: Snow reported on the following:

- Monthly reports will resume pending the new IT position
- Updated the committee on Field Training process for the new hire, P.O. Pabich
- Interdiction with DCI at Super 8 for prostitution/solicitation, resulted in numerous contacts with undercover agent, and 2 arrests
- Carjacking at Fairway Knolls, vehicle was recovered and is being processed, no suspects in custody or arrested at this time

FIRE DEPARTMENT MONTHLY REPORT: Delain reported on the following:

- Ambulance calls continue to increase, they staff 2 ambulances 24 hr./day and when calls stack, they sometimes have to depend on mutual aid
- Inspections are continuing and violations are being addressed, members of the public are also reporting violations
- Miller questioned the types of violations that are found, Delain advised they can include exit sign lights burned out, fire extinguishers or sprinkler systems which have not been inspected, to more significant violations involving wiring and electrical issues or building deterioration, etc.
- Myers asked about procedure to follow on violations, Delain stated it would depend on the severity of the violation which, if serious enough, could result in a shutdown; minimal issues receive a set period of time to achieve compliance
- Hudson asked for clarification on the nature of rescue calls, Delain stated he did not have that information with him but it could be included in the monthly report if preferred, Hudson declined that offer. Delain also noted the areas with the highest number of calls for service, most requests come from the southeast area of the Village

and second busiest area would be the assisted living area in the central part of the Village.

POLICY UPDATES FOR POLICE & FIRE DEPARTMENT:

POLICE DEPARTMENT: none

FIRE DEPARTMENT: none

UNFINISHED BUSINESS: none

NEW BUSINESS

FIRE DEPARTMENT FIRE GEAR EXTRACTOR WASHER: Delain advised that last year when COVID-19 was becoming a serious concern, their department was approached by a person who was selling masks and wanted to donate their proceeds to the fire department for the purchase of an extractor washer. The department then purchased the extractor washer and when they presented the invoice to the donor, they reneged on their agreement to donate the money.

Delain advised the department was requesting to cover the costs of this purchase from their equipment repair and maintenance account 10-522-530-5400 in the amount of \$15,040.00. A motion was made by Hudson, seconded by Miller, to forward this item to Village Board with a recommendation of approval for the payment of the Fire Gear Extractor Washer with funds from the Equipment Repair and Maintenance account. Motion carried unanimously.

POLICE DEPARTMENT IT SERVICES: Snow briefed the committee on this item stating the department had initially looked at hiring a fulltime IT person to replace the communications supervisor position. The department was then asked to look at contracted IT services and found that type of service would be a viable option. A request for proposals was done and the department received 5 proposals, one of which was eliminated due to provider charging a \$5000 assessment fee. The other 4 proposals were included with the agenda packet. Snow advised the department's preference would be to accept the services of Schultz Bernstein & Associates as they had worked with Steve Storrs for many years and were very satisfied with the service. He added that SBA also guaranteed on-premise support for 10 hours per week which the others did not provide.

Discussion followed with Pieper stating she had concerns with the process used and questioned how the request for proposals was publicized. Tucker advised it was posted on the League of Wisconsin Municipalities and RFB Board. Pieper asked if any local companies had been contacted, Snow advised two of the companies that responded were local. Pieper stated she was concerned that several vendors may have been overlooked in the process due to the request for proposal ad not being widespread enough. Miller stated she had trouble locating the website for SBA and Hudson noted that the proposals were

difficult to compare due to their differences. Further questions came up regarding the number of servers and warranty coverage.

Steve Storrs joined the meeting virtually and was able to answer some of the questions brought up. He advised he had been with SBA since 1985 and has worked with the Germantown Police Department and Village Hall for 15-20 years. He then referred to the questions he heard asked about the proposal he presented. He explained it was a summarized version and outlined the fundamentals of what was provided. He also explained the server number discrepancies, stating the police department has 4 main physical servers, which have on them multiple virtual servers which run off of the main physical server. Also discussed were warranties and their costs, services for repairs, staffing and qualifications.

Hudson asked about the wording on the RFP and said he felt there should be an evaluation of the proposal before moving on in this process. Tucker advised that with the process used in this case, quotes had already been received from Team Logic and Steve Storrs before the RFP was put out, which is one of the reasons there are differences in the proposals. She added that if there are specific criteria the committee wishes to see compared, a spreadsheet could be created showing that information. Pieper, Miller, and Hudson stated they would like to see something like that done. Myers advised this item could be held over until next month's meeting so there could be further review of the proposals.

Kreklow spoke to the committee advising this position had been vacant for several months now and there could be concerns if there are additional delays. Snow stated the department would like to see this resolved as soon as possible. Kreklow suggested that while this matter is further reviewed, the department could continue on with Storrs handling the IT issues until the end of the year while additional information is gathered for a more thorough RFP process.

Pieper stated her experience in the IT field could be of some assistance and said she would like to make sure the police and fire departments receives adequate and proper IT support.

Hudson made a motion to move this item forward to Village Board with the recommendation to hire Steve Storrs for a 3-month period while the proposals are evaluated further. Pieper questioned whether it should be month-to-month, Hudson said he preferred the 3-month period. Motion was seconded by Pieper and carried unanimously.

POLICE DEPARTMENT USE OF FORCE REPORT: Snow went over the Use of Force report for the first quarter of 2021. He advised that when there is time on the agenda, he can have Use of Force Instructors attend the meeting and provide some background on this topic and answer questions. Committee members reacted positively to this suggestion, and Snow stated he would look at scheduling it sometime this year.

NEXT MEETING: Myers advised the next Public Safety Committee will be held on Monday, June 7, 2021 6:00 p.m. at the Village Hall Boardroom.

ADJOURNMENT: there being no further business, the meeting was adjourned at 6:51 p.m.

Recorded by,
Julie L. Barth
Secretary