

**City of Portage  
Police and Fire Commission Meeting  
Tuesday, February 16, 2016, 7:00 p.m.  
City of Portage Municipal Building, 115 West Pleasant Street  
Conference Room Two  
Minutes**

Members Present: Thomas Drury, President, Kay E. Miller, Jeynell Boeck,  
Charles Miller

Members Excused: Pat Hartley

Also Present: Police Chief Ken Manthey, Fire Chief Clayton Simonson, Special  
Guest Speaker Officer Peter Bartaczewicz

**1. Roll Call**

President Drury called the meeting to order at 7:04 pm. Motion to convene by Kay Miller, seconded by Boeck, and motion passed unanimously on call of roll.

**2. Approval of minutes of previous meeting**

A motion was made by J. Boeck and seconded by K. Miller to approve minutes from the November 17, 2015 meeting. The motion passed unanimously on call of roll.

**3. Special Presentation on Crisis Management**

Officer Pete Bartaczewicz has 23 years' experience in policing and recently had training in Crisis Management at the Madison Police Department. He has been with the Portage PD since 1996. Ken Manthey stated that in 2015 there were 1200 crisis calls in to Columbia County.

Pete's presentation centered around 7 of his actual scenarios and how officers need to handle these varied situations. He said that officer safety is paramount in all of these cases.

1. Dealing with a person with autism.
2. Dealing with a homeless person that was off his medication and kicked out of housing.
3. Dealing with an individual just released from prison.
4. Dealing with homeless person dropped off at front door of P.D. Issued vouchers to help with food, shelter, clothing, and gas. Pete drove him to a Wausau drop shelter on his own time with his own vehicle to a 90 day drop shelter.
5. Dealing with a 3<sup>rd</sup> or 4<sup>th</sup> grade student swinging a 2X4 at people
6. Dealing with homeless person going from jail to jail. Person has mental illness, medical issues including diabetes. Pete helped him get setup in an apartment. Needed to have a payee to handle his financial affairs.
7. Dealing with families that go through tragic events.

Pete stated that it is great for officers to have training in Crisis Management Crisis Intervention Training (CIT). It is important that the officer be able to identify different mental illnesses, health, and crisis issues and to be familiar with how to use all the tools available to help these people. He recommends having a Mental Health Officer. He stated jail and shipping to hospitals is not the answer for mental illness. He also recommends having a payee handle the financial affairs of these individuals to make sure the funds are used for the individual and not misused by unscrupulous people.

#### **4. Fire Report**

Chief Clayton Simonson 11/14/2015 – 1/31/2016

1. Went through training which included Rope Rescue, Auto Extraction, Hazmat, had a structure fire at Cascade Mountain, Pumping & Driving, Gear Inspection, Toured LaVita Building & Elevator operations.
2. Fire Suppression/Rescue  
Had 33 vehicle accidents.
3. Administration  
Personnel: Now have 31 members on dept.  
Jason Dvorak, Nicholas Bredemann, Michaela Overland, Matt Gavinzski, and Alex Wetley are in their Firefighter 1 class that is being held at Portage F.D. station on Mondays.  
Garrett Lauth, Kurtis Fries, and Adam Trepanier have entered a Firefighter Entry level class that they are attending in lake Delton on Thursdays.  
Statistics: 56 Inspections, 87 Emergency Responses with 45 in the city and 42 in townships. 392.75 man-hours training.

#### **5. Police Report**

Chief Ken Manthey 1/01/2016-02/16/2016

Ken went through all training and community relations items, including the homicide outside the Ridge Motel on 02/15/2016.

Ken Manthey stated Penny Kiefer's last day on the job will be February 27<sup>th</sup>, 2016.

Tom Drury stated the PFC thanks Penny for 38 years of excellent service on the P.D.

#### **6. Discussion on Police Patrol Lieutenant Recruitment**

Ken Manthey discussed the process of hiring a Police Patrol Lt. Preference will be given to applicants that have experience in community based policing and to those that have shown high levels of involvement in the community.

Tom Drury went over the requirements for the position.

Ken stated there will be 3 levels of interviews

1. PFC Interviews
2. Peer Panel Interviews
3. Command staff interviews

This position will be open to both those applicants inside and outside of the Portage Police Department. The position will be advertised for 3 weeks.

Ken stated the position will be posted 02/19/2016 through 03/14/2016. The resumes must be postmarked by 03/14/2016. Interviews are to start possibly on 03/29/2016.

**7. Patrol Officer Recruitment**

Officer #22 Charles Welbourn has a job offer for the Hudson P.D. He has a twin brother who is also an officer there and his family is there. We will proceed with this hiring process once more is known.

**8. Adjournment**

A motion to adjourn was made by Boeck, seconded by K. Miller to adjourn the meeting at 8:59 pm. The motion carried unanimously on call of roll.

Submitted by Chuck Miller

Date Approved: 05/31/2016