



REGULAR **AMENDED** JOINT
PROTECTIVE SERVICES COMMITTEE
MEETING**

**Mukwonago Fire Department Station #1
1111 Fox St, Mukwonago, WI 53149
May 18, 2026 at 6:30 PM**

AGENDA

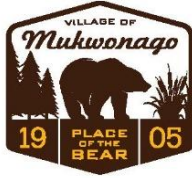
- 1. Call to Order**
- 2. Roll Call**
- 3. Election of Chairperson**
- 4. ****Election of Secretary****
- 5. Approval of Minutes**
 - 5.1 Approval of the January 19, 2026 Joint Protective Services as prepared and distributed
- 6. Comments from the Public**
- 7. New Business**
 - 7.1 Discussion/Recommendation regarding a request to use ACT102 funds to sponsor two staff members to attend paramedic class
 - 7.2 Discussion regarding January 2026 to April 2026 Incident Report
 - 7.3 Discussion/Update regarding hiring full-time vacancies
 - 7.4 Discussion/Action regarding alternate start times for Joint Protective Services meeting
- 8. Adjournment**

Membership:

Village: Reeves, K. Johnson, and VACANT

Town: Wrasman, Boucher, and Topczewski

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.



Meeting Minutes

Village and Town of Mukwonago Joint Protective Services

When: 6:30 pm, Monday January 19, 2026

Where: Fire Station #1, 1111 Fox Street, Mukwonago WI 53149

1. Meeting was called to order at 6:30 PM CT by Chairman Topczewski. Notice and Agenda of meeting was posted in conformance with Wis. Stat. §19.84.
2. Roll call:
 - Village members Reeves and Johnson present; Porter absent.
 - Town members Topczewski, Wrasman, and Boucher present.
 - Chief Stien present.
3. Approval of minutes
 - 3.1. Wrasman moved to approve minutes of August 18, 2025 as presented; seconded by Reeves. All ayes.
 - 3.2. Topczewski moved to approve minutes of October 13, 2025 as presented; seconded by Johnson. All ayes.
4. There were no Public comments.
5. New business
 - 5.1. Boucher moved that we recommend our respective Boards approve the POC/POP/non-represented pay rates as shown in the attached spreadsheet; seconded by Reeves. All ayes.
 - 5.2. Boucher moved that we recommend our respective Boards approve the purchase of three Stryker power stair chairs using \$54,506 of existing ACT 102 funds; seconded by Reeves. All ayes.
 - 5.3. Kettle Moraine FD (Eagle and North Prairie) has expressed interest in a contract arrangement for EMS. Chief Stien is seeking direction whether to pursue. Pros and cons including staffing, capital equipment and monetary considerations were discussed. It was decided to defer the matter to our Boards without recommendation. Discussion only – no action.
 - 5.4. EMS calls trending downward due to East Troy establishing their own service; interfacility transports were up as a consequence. Otherwise the YTD Incident Report was unremarkable. Discussion only – no action.
6. Topczewski moved to adjourn at 6:59 PM; Wrasman seconded. All ayes.

| POC Pay | 2025 | 2026 | % Change |
|---|-------------|-------------|-----------------|
| Probation Period | 16.75 | 18.00 | 7.46 |
| After Probation | 18.75 | 20.00 | 6.67 |
| Firefighter II | 0.50 | 0.50 | 0.00 |
| Driver/Pumper Operator | 0.50 | 0.50 | 0.00 |
| Aerial Operator | 0.50 | 0.50 | 0.00 |
| Instructor I | 0.50 | 0.50 | 0.00 |
| AEMT/EMT Intermediate | 1.00 | 1.00 | 0.00 |
| EMT Paramedic | 3.00 | 3.00 | 0.00 |
| Fire Officer I | 0.00 | 0.50 | #DIV/0! |
| Fire Officer II | 0.00 | 0.50 | #DIV/0! |
| Lieutenant | 1.00 | 2.00 | 50.00 |
| Captain | 1.50 | 2.50 | 40.00 |
| Deputy Chief (PT Stipend) | 3000.00 | 3000.00 | 0.00 |
| Deputy Chief | 3.50 | 3.50 | 0.00 |
| Assitant Chief (PT Stipend) | 3000.00 | 3000.00 | 0.00 |
| Assitant Chief | 4.50 | 4.50 | 0.00 |
| Paid on Premise (FF/EMT-B/AEMT) | 19.00 | 22.00 | 15.79 |
| Paid on Premise (FF/ EMT-P) | 23.25 | 27.50 | 18.28 |
| Paid on Premise (FF/ CCEMTP) | 24.50 | 30.00 | 22.45 |
| Paid on Premise (Paramedic Only) | 0.00 | 26.50 | #DIV/0! |
| Paid on Premise (CCParamedic Only) | 0.00 | 29.00 | #DIV/0! |
| Cadet | 10.00 | 12.00 | 20.00 |



Agenda Cover Report

| | |
|---|---|
| Date: 05/11/2026 | Committee/Board: Joint Protective Services |
| Submitted by: Chief Jeffrey Stien | Department: Fire |
| Date of Committee Action: 05/18/2026 | Date of Village Board Action: 04/16/2025 |

| |
|---|
| Subject: Utilize ACT102 Funds to send two (2) FD staff to Paramedic Class not to exceed \$20,000.00. |
| Executive Summary: It has become clear that recruiting skilled and trained Paramedics for FT positions has become very difficult. Several agencies pay to send PT/FT staff to Paramedic class as either part of the FT requirement or to retain staff. By training PT/FT staff to become Paramedics we can have succession planning and be prepared for, without interruption of service, if or when an FT Paramedic may retire or leave. This is a recruiting tool for PT staff as well as improving the number pf paramedics on the roster. SFY 2026 FAP Award Letter Mukwonago Fire Department (6000567) specifically states these funds can be used for staff training including Paramedic. |
| Fiscal Impact: None-funds would be used from ACT102 Support and Improvement section. |
| Executive Recommendation/Action: Recommendation approval of utilizing ACT102 Support and Improvement funds not to exceed \$20,000.00 to have two FD staff attend Paramedic Class 2026-2027. |

Attachments Included:

- WCTC Paramedic Class Costs
- SFY 2026 FAP Award Letter Mukwonago Fire Department (6000567)

Waukesha County Technical College
Paramedic Technician
Costs & Supply List

Please note, pricing is approximate and subject to change.

| Health Requirements | Price | Notes | Needed By |
|----------------------------|--------------|--------------|--------------------|
| Viewpoint Screening | \$95 | | First day of class |
| Physical | \$40 | | First day of class |
| Flu Shot | \$27 | | October 31 |
| TB Skin Test | \$25 | | First day of class |
| Tetanus | \$40 | | First day of class |
| Immunizations | | | |
| Hepatitis B (series of 3) | \$150 | \$50 each | First day of class |
| Varicella Vaccine | \$75 | | First day of class |
| MMR Vaccine | \$59 | | First day of class |
| Rubella Titer | \$40 | | First day of class |
| Mumps Titer | \$30 | | First day of class |
| Total | \$581 | | |

| Dress Code | Price | Vendor(s) | Needed By |
|-----------------------|--------------|------------------|----------------------|
| T-shirt | \$15 | WCTC Bookstore | Zero Day Orientation |
| Polo Shirt (Required) | \$32 | WCTC Bookstore | First clinical |
| Job Shirt | \$66 | WCTC Bookstore | Optional |
| Blue Pants | \$30 | Various vendors | Zero Day Orientation |
| Belt | \$10 | Various vendors | Zero Day Orientation |
| Socks | \$5 | Various vendors | Zero Day Orientation |
| Black Shoes | \$50 | Various vendors | Zero Day Orientation |
| Total | \$208 | | |

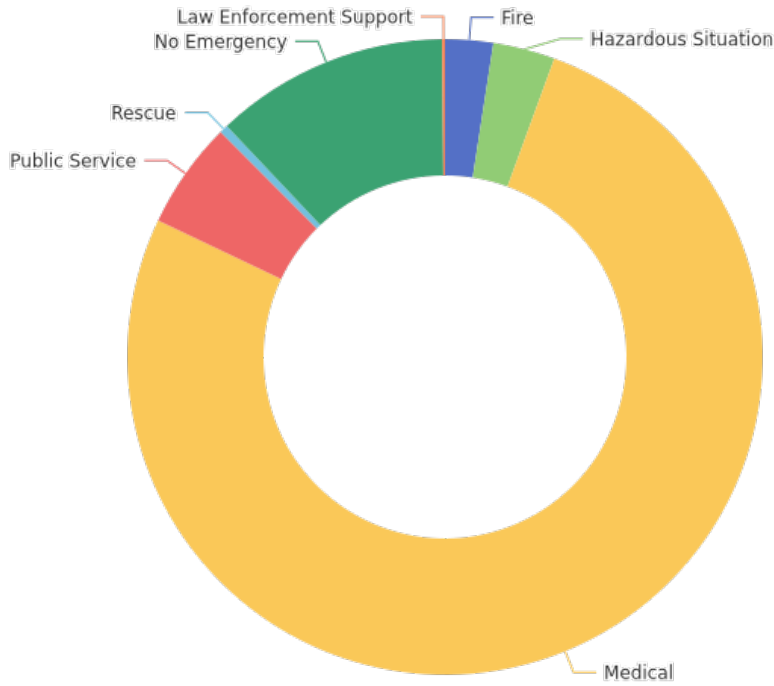
| Tuition | Price | Credits | Needed By |
|--|----------------|---|--|
| Tier 1 | \$2,893 | 15 credits | Before Tier 2 registration |
| Tier 2 | \$2,447 | 14 credits | Before Tier 3 registration |
| Tier 3 | \$1,316 | 9 credits | |
| Technical Diploma | \$6,656 | 38 credits | |
| Books & Materials | Price | Vendor | Needed By |
| Nancy Caroline Emer Care in the Streets, 8th Edition | \$340 | Various vendors | First day of class; tuition for 531-911 includes access to E-book; B&W print version can be purchased for \$50 |
| EMS Testing Access Card | \$98 | WCTC Bookstore or PlatinumEd.com | First day of class |
| Platinum Planner Access Card | \$85 | WCTC Bookstore or PlatinumEd.com | First day of class |
| EKG Textbook | \$120 | WCTC Bookstore | Start of cardiology |
| Total | \$303 | | |
| Required Equipment | Price | Vendor | Needed By |
| Course Supply Kit | \$40 | WCTC Bookstore ONLY | First day of class |
| White Paramedic Smocks (2) | \$34 | WCTC Bookstore ONLY | First clinical |
| Stethoscope | \$50 | Various vendors | First day of class |
| iPad (6 th gen or newer) | \$399 | Various vendors | Zero Day Orientation |
| | | <i>*alternative tablet may be approved by program</i> | |
| Recommended blue tooth keyboard and case for iPad | | | |
| Three-ring Binder | \$8 | Various vendors | First day of class |
| Watch with Second Hand/Timer | \$10 | Various vendors | First day of class |
| Black/Blue Pens | \$10 | Various vendors | First day of class |
| Notebook Paper | \$10 | Various vendors | First day of class |
| Clipboard with Storage | \$12 | Various vendors | First clinical |
| Total | \$573 | | |

| Testing | Price | Vendor | Needed By |
|-----------------|--------------|---------------|--------------------------|
| NREMT Written | \$125 | Pearson Vue | At completion of program |
| NREMT Practical | \$250 | WCTC | At NREMT exam date |
| | \$375 | | |

Cost Total: \$8,696



FDR-IR: Incident Count by Primary Incident Type



| PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE | COUNT | PERCENT OF TOTAL |
|---|-----------|------------------|
| Fire | 17 | 2.44% |
| Fire - Outside Fire - Trash / Rubbish Fire | 1 | 0.14% |
| Fire - Outside Fire - Vegetation / Grass Fire | 4 | 0.57% |
| Fire - Structure Fire - Structural Involvement | 9 | 1.29% |
| Fire - Structure Fire - Room and Contents Fire | 1 | 0.14% |
| Fire - Structure Fire - Confined Cooking / Appliance Fire | 1 | 0.14% |

FDR-IR: Incident Count by Primary Incident Type

Mukwonago FD WI
Address: 1111 Fox St, Mukwonago, WI, 53149



| PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE | COUNT | PERCENT OF TOTAL |
|---|------------|------------------|
| Fire - Structure Fire - Chimney Fire | 1 | 0.14% |
| Hazardous Situation | 22 | 3.16% |
| Hazardous Situation - Hazard Non-Chemical - Electrical Power Line Down / Arching / Malfunction | 4 | 0.57% |
| Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision | 3 | 0.43% |
| Hazardous Situation - Hazardous Materials - Fuel Spill / Fuel Odor | 2 | 0.29% |
| Hazardous Situation - Hazardous Materials - Gas Leak / Gas Odor | 3 | 0.43% |
| Hazardous Situation - Hazardous Materials - Carbon Monoxide Release | 1 | 0.14% |
| Hazardous Situation - Hazardous Materials - Hazardous Material Release (Chemical from Transportation) | 1 | 0.14% |
| Hazardous Situation - Investigation - Odor | 6 | 0.86% |
| Hazardous Situation - Investigation - Smoke Investigation | 2 | 0.29% |
| Medical | 533 | 76.47% |
| Medical - Illness | 12 | 1.72% |
| Medical - Illness - Abdominal Pain / Problems | 9 | 1.29% |
| Medical - Illness - Allergic Reaction / Stings | 3 | 0.43% |
| Medical - Illness - Back Pain (Non-Trauma) | 5 | 0.72% |
| Medical - Illness - Breathing Problems | 39 | 5.60% |

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| PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE | COUNT | PERCENT OF TOTAL |
|--|-------|------------------|
| Medical - Illness - Cardiac Arrest | 15 | 2.15% |
| Medical - Illness - Chest Pain (Non-Trauma) | 12 | 1.72% |
| Medical - Illness - Convulsions / Seizures | 18 | 2.58% |
| Medical - Illness - Diabetic Problems | 4 | 0.57% |
| Medical - Illness - Headache | 3 | 0.43% |
| Medical - Illness - Heart Problems | 7 | 1.00% |
| Medical - Illness - Overdose / Poisoning | 6 | 0.86% |
| Medical - Illness - Pandemic / Epidemic / Outbreak | 1 | 0.14% |
| Medical - Illness - Psychological Behavior Issues | 16 | 2.30% |
| Medical - Illness - Sick Case | 47 | 6.74% |
| Medical - Illness - Stroke / CVA | 7 | 1.00% |
| Medical - Illness - Unconscious Victim | 12 | 1.72% |
| Medical - Illness - Well Person Check | 7 | 1.00% |
| Medical - Illness - Altered Mental Status | 20 | 2.87% |
| Medical - Illness - Nausea / Vomiting | 7 | 1.00% |
| Medical - Illness - Unknown Problem | 6 | 0.86% |
| Medical - Illness - No Appropriate Choice | 10 | 1.43% |
| Medical - Injury | 3 | 0.43% |
| Medical - Injury / Trauma - Animal Bites | 1 | 0.14% |

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| PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE | COUNT | PERCENT OF TOTAL |
|--|-----------|------------------|
| Medical - Injury / Trauma - Burns / Explosion | 1 | 0.14% |
| Medical - Injury / Trauma - Fall | 78 | 11.19% |
| Medical - Injury / Trauma - Motor Vehicle Collision | 9 | 1.29% |
| Medical - Injury / Trauma - Industrial Accident/Inaccessible Incident/Other Entrapment (Non-Vehicle) | 1 | 0.14% |
| Medical - Injury / Trauma - Gunshot Wound | 1 | 0.14% |
| Medical - Injury / Trauma - Hemorrhage / Laceration | 7 | 1.00% |
| Medical - Injury / Trauma - Other Traumatic Injury | 9 | 1.29% |
| Medical - Other - Healthcare Professional Admission | 1 | 0.14% |
| Medical - Other - Transfer / Interfacility | 151 | 21.66% |
| Medical - Other - Intercept Other Unit | 5 | 0.72% |
| Public Service | 38 | 5.45% |
| Public Service - Citizen Assist - Citizen Assist / Service Call | 1 | 0.14% |
| Public Service - Citizen Assist - Lift Assist | 11 | 1.58% |
| Public Service - Alarms (Non Medical) - Fire / Smoke Alarm | 12 | 1.72% |
| Public Service - Alarms (Non Medical) - Gas Alarm | 1 | 0.14% |
| Public Service - Alarms (Non Medical) - CO Alarm | 3 | 0.43% |
| Public Service - Alarms (Non Medical) - Other Alarm | 2 | 0.29% |

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| PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE | COUNT | PERCENT OF TOTAL |
|---|-----------|------------------|
| Public Service - Disaster / Weather - Damage Assessment | 1 | 0.14% |
| Public Service - Disaster / Weather - Weather Response | 3 | 0.43% |
| Public Service - Other - Move-up | 3 | 0.43% |
| Public Service - Other - Standby | 1 | 0.14% |
| Rescue | 3 | 0.43% |
| Rescue - Transportation (Land) - Motor Vehicle Collision Extrication / Entrapment | 1 | 0.14% |
| Rescue - Transportation (Land) - Train and Rail Collision / Derailment | 1 | 0.14% |
| Rescue - Water - Person in Water (Standing Water/Lake) | 1 | 0.14% |
| No Emergency | 83 | 11.91% |
| No Emergency - False Alarm - Malfunctioning Alarm | 13 | 1.87% |
| No Emergency - False Alarm - Accidental Alarm | 18 | 2.58% |
| No Emergency - False Alarm - Other False Call | 2 | 0.29% |
| No Emergency - Good Intent - No Incident Found Upon Arrival / Location Error | 5 | 0.72% |
| No Emergency - Good Intent - Controlled Burning (Authorized) | 2 | 0.29% |
| No Emergency - Good Intent - Smoke From Nonhostile Source (Smoke Scare) | 2 | 0.29% |
| No Emergency - Cancelled | 41 | 5.88% |
| Law Enforcement Support | 1 | 0.14% |
| Law Enforcement Support | 1 | 0.14% |

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| PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE | COUNT | PERCENT OF TOTAL |
|--|-------|------------------|
| Total | 697 | 100.00% |