



The Menomonee Falls Police Department

2020 Annual Report



VILLAGE OF Menomonee Falls

Dear Reader,

On behalf of the men and women of the Menomonee Falls Police Department (MFPD), I welcome you to review our 2020 annual report as well as explore our entire [website](#). I trust you will find it both interesting and helpful.

The MFPD is an accredited agency through the [Wisconsin Law Enforcement Accreditation Group](#) (WILEAG). The MFPD has a long history of accreditation, one of the longest in the state. We were again accredited in 2020. This accreditation is a reminder of the professionalism of the Menomonee Falls Police Department and a commitment to serving our citizens with dignity and respect, while maintaining an agency with integrity and efficiency.

Through the hard work of the men and women of the police department and in conjunction with our citizens, the Village of Menomonee Falls continues to enjoy a low crime rate, while having unsurpassed growth. We rely on our Neighborhood Watch group and Graduates of the Police Citizens' Academy to be resources and advocates for the department.

With the advent of the global pandemic, 2020 was a year like no other. So many aspects of everyone's lives changed as a result. While our department faced some challenges and made some minor changes in order to both protect those who we serve and our members, the MFPD continued to provide uninterrupted service.

We continue to subscribe to a community policing philosophy. Through business contacts, visiting with neighbors, and a heavy visible presence, the officers have a real pulse on activities in the community. They take pride in their protection of the citizens and creating an environment that is safe and friendly for all.

We have continued with other programs we have been utilizing to make this a well-rounded police department. The Menomonee Falls Police Department is dedicated to being a professional and transparent law enforcement agency that provides a high level of service while treating everybody with dignity and respect. Please email police@menomonee-falls.org to offer your comments.

Sincerely,

Mark P. Waters
Chief of Police



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Department Mission

The mission of the Menomonee Falls Police Department is to preserve the public peace, protect persons and property, and provide services for the betterment of the community.

Strategic Goals

The following strategic goals are established in support of the above mission statement. They provide a philosophical and policy framework for administrative and operational actions directed at the achievement of the mission statement.

- The Department will seek maximum efficiency in its goal of effectively addressing its basic mission.
- The Department will ensure a focused response for identifiable community problems. Emphasis will be to solve problems through education, cooperation, and enforcement of the law.
- The Department recognizes that its personnel are its most valuable resource and a conscious effort will be made to fully develop this resource through training and mentoring.
- As a means of ensuring that the Department is administered and operates effectively and efficiently, “state of the art” methods and resources will be deployed. This strategic goal will rely on compliance with the published accreditation standards of the [Wisconsin Law Enforcement Accreditation Group \(WILEAG\)](#).



2020 Menomonee Falls Police Department Expenditures

Salaries	\$5,694,855
Overtime & Compensatory Time Pay	\$309,885
Vacation Pay	\$63,908
Holiday Pay	\$39,084
Part Time Wages – Police Aides	\$163,732
Temporary Help	\$37,309
Retirement/Severance	\$100,849
Employee Benefits	\$2,648,715
Training	\$41,799
Education Reimbursement	\$1,500
Recruitment & Personnel	\$2,336
Employee Exams/Evaluations	\$7,705
Travel Expenses	\$288
Uniforms	\$40,587
Armored Vests	\$9,152
Office Supplies	\$3,158
Postage/Shipping	\$3,217
Printing	\$1,600
Department Supplies	\$9,317
Small Equipment	\$3,941
Investigative Expenses	\$3,976
Accreditation Expenses	\$1,422
Equipment Maintenance & Repair	\$3,441
Vehicle Maintenance & Repair	\$62,139
Radio Equipment Maintenance & Repair	\$1,443
Vehicle Fuel	\$55,505
Vehicle Supplies	\$1,819
Vehicle Purchases	\$132,640
Radio Hardware	\$1,066
Office Furnishings	\$987
Fixed Assets	\$7,702
Light/Power Service	\$3,211
Heat (Gas & Oil)	\$635
Waukesha County 800 Megahertz	\$26,412
Crossing Guard Contract	\$0
Transfer to Debt Service	\$13,977
 Total Expenditures	 \$9,499,309

Menomonee Falls Police and Fire Commission

The Police and Fire Commission (PFC) consists of five citizen Commissioners that are appointed by the Village President. Each year, one person is selected to serve for a five-year term. The Commission is governed by [Wisconsin Statute §62.13](#) that provides the PFC the authority to oversee Police and Fire Department personnel matters.

The current Commission includes Commission Chairman Michael Santimauro, and Commissioners: Carl Bahneman, Gerry Luisier, and Christine Wilczynski-Vogel.

The Commission sets and maintains high standards for entry level police officers and supervises the Police Department's merit promotional process. They are also responsible for reviewing department discipline and citizen complaints against department personnel. This oversight helps ensure the department continually provides law enforcement excellence to the community.



Pictured from left to right: Carl Bahneman, Karen Nelsen, Michael Santimauro, Christine Wilczynski-Vogel, and Gerry Luisier.

Command Staff

In order for the police department to maintain its high professional standards, a management team approach is utilized. Led by the Chief of Police, the team is comprised of an Assistant Chief of Police, a Captain, and four Lieutenants. The Chief of Police and the Command Staff oversee the various bureaus and units of the department.

The department is divided into three bureaus: Patrol, Special Investigations, and Services. The management team is responsible for ensuring the department's mission is met through inter and intra-bureau communication coupled with a proactive crime prevention effort and community outreach. The Command Staff, and specifically the Chief of Police, is supported by the Administrative Assistant to the Chief of Police.

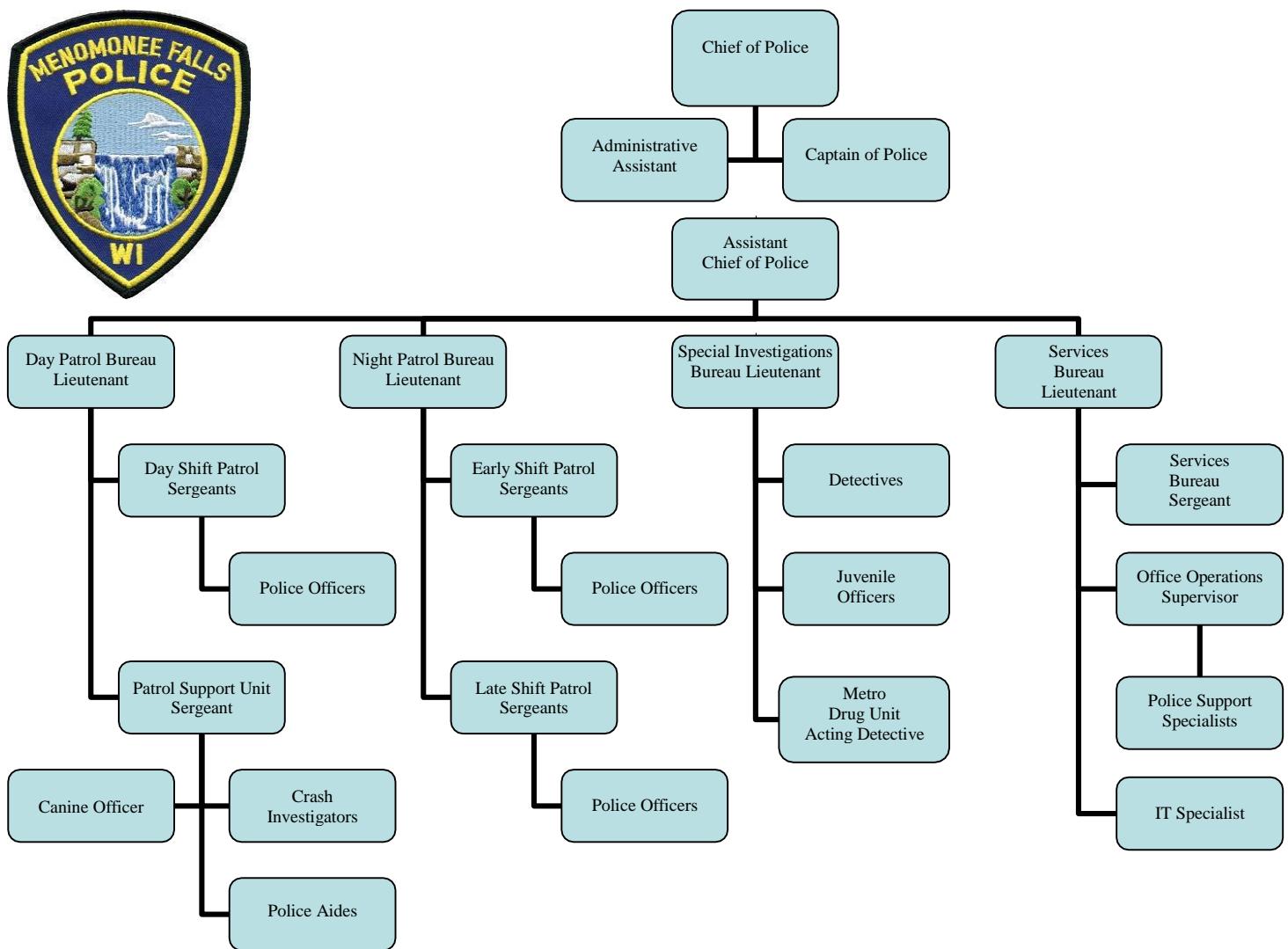
The Assistant Chief of Police is responsible for command oversight of all Police Department operations with assistance from four Lieutenants. Two Lieutenants command the Patrol Bureau; one Lieutenant is responsible for the Patrol Support Unit and Day Shift Patrol operations and the second Lieutenant is responsible for Early and Late Shift Patrol operations. A third Lieutenant is in command of the Special Investigations Bureau overseeing all of the department's detectives and juvenile officers. The fourth Lieutenant commands the Services Bureau and has oversight of all administrative, training, and communications functions. The Captain focuses on administrative functions, to include Public Information, internal investigations, managing policies, and accreditation for the department. The Captain is also delegated emergency management for the entire Village.

The Command Staff uses regular meetings to communicate as a group to discuss operational issues and strategic planning. The cooperative interaction of this Command Staff team provides a variety of perspectives to problems encountered. Using this team approach also allows for collaboration in decision making; however, the Chief of Police has the ultimate responsibility for the operations and administration of the department. Furthermore, the chief has the primary responsibility for policy making, personnel decisions, and discipline.

In addition to the aforementioned functions, the chief also serves as the primary liaison with other officials, community organizations, and governmental agencies. For example, the chief assists the Police and Fire Commission in addressing its goals for the recruitment, selection, promotion, and retention of highly qualified personnel. Additionally, the chief works with the [Village Manager](#) in the development and administration of the department's budget. Finally, the chief must ensure there is ongoing liaison with the [Village Board](#) as well as committees and boards that have jurisdiction over matters involving the Police Department and public safety.



Menomonee Falls Police Department 2020 Organizational Chart

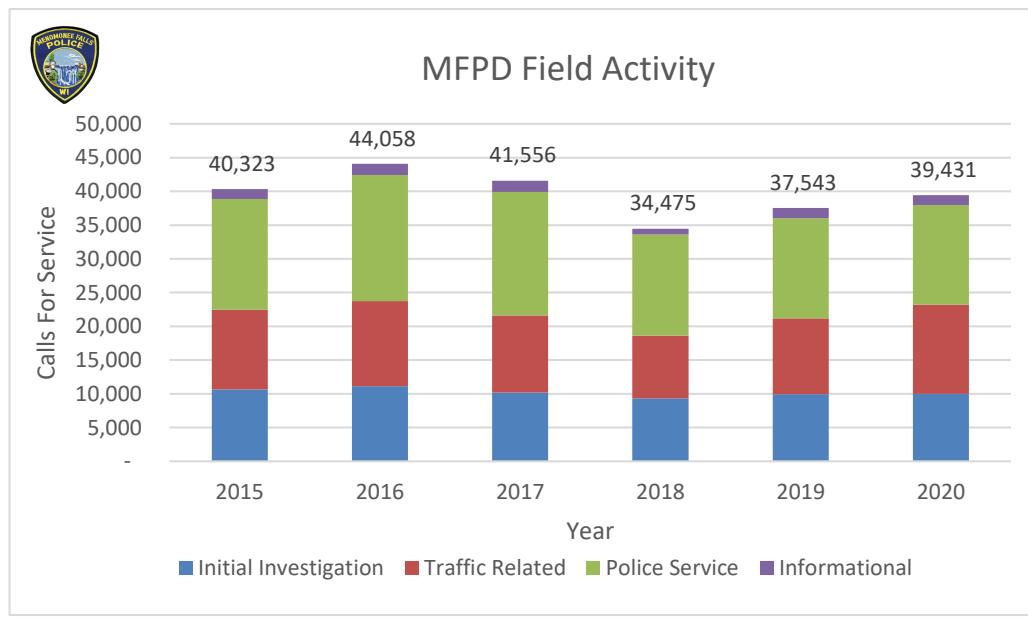


Patrol Operations Bureau

The Patrol Bureau is made up of the most visible members of the Police Department, almost exclusively performing their duties in easily recognized uniforms and patrol vehicles. Patrol personnel are the first to respond to situations requiring police involvement and are primarily responsible for providing field services. These services may include the collection of information and evidence, the rendering of first aid and basic life support, or the maintenance of order until additional department personnel can respond. The Patrol Operations Bureau is on-duty twenty-four hours a day, every day of the year.

Situations Patrol Bureau personnel respond to range from conducting preliminary and follow-up investigations of serious crimes against persons to simply offering advice or helping people in need of assistance.

Crimes against persons include offenses such as homicide, robbery or sexual assault, while crimes against property include burglary, theft, and damage to property. Outside of criminal offenses, Patrol Bureau personnel also respond to alarm calls, attempt to locate missing persons, assist motorists, and provide a variety of other services to citizens. Overall, patrol officers are generally available to handle any problems that occur during their tour of duty.



citizens involved in the [Neighborhood Watch Program](#). The program consists of 165 Block Watch Captains. These Captains are often times consulted by officers to obtain or pass along information important to neighborhood safety and security.

The Patrol Bureau is divided into three primary shifts and serves as the backbone of the department. Each patrol shift consists of two Sergeants and nine to twelve Patrol Officers. The department generally staffs single officer patrol units; however, multiple units are assigned to certain types of calls likely to require the presence of more than one officer. Because of the importance of its function, the largest number of department personnel is committed to the Patrol Bureau.



The Patrol Bureau, as well as the entire Police Department, operates under a Community Policing philosophy – a law enforcement approach that emphasizes citizen, government and police partnership. It is designed to problem solve and address the causes of crime as well as the fear of crime among citizens.

Officers assigned to the Patrol Bureau maintain a close working relationship with

Enforcement of federal and state laws and local ordinances is a basic responsibility for all police officers. By using their powers of observation, senses and interpersonal skills to obtain information about the context of a specific event or incident, patrol officers take informed, reasonable enforcement action in a manner that will promote public safety and ensure compliance. Patrol Officers, acting on well informed decisions, have discretionary power in most cases to determine the best course of enforcement.

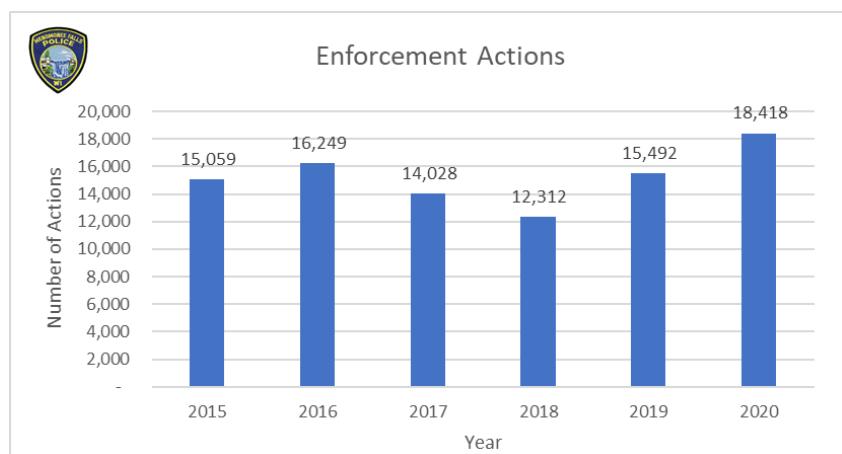
Minor violations of the law are often handled with warnings in an effort to educate the public and gain future voluntary compliance. Serious offenses generally require the physical arrest of the criminal actor or violator in order to maintain public safety. The majority of enforcement activity involves dispositions that are somewhere between these two dispositions.

Advanced Training

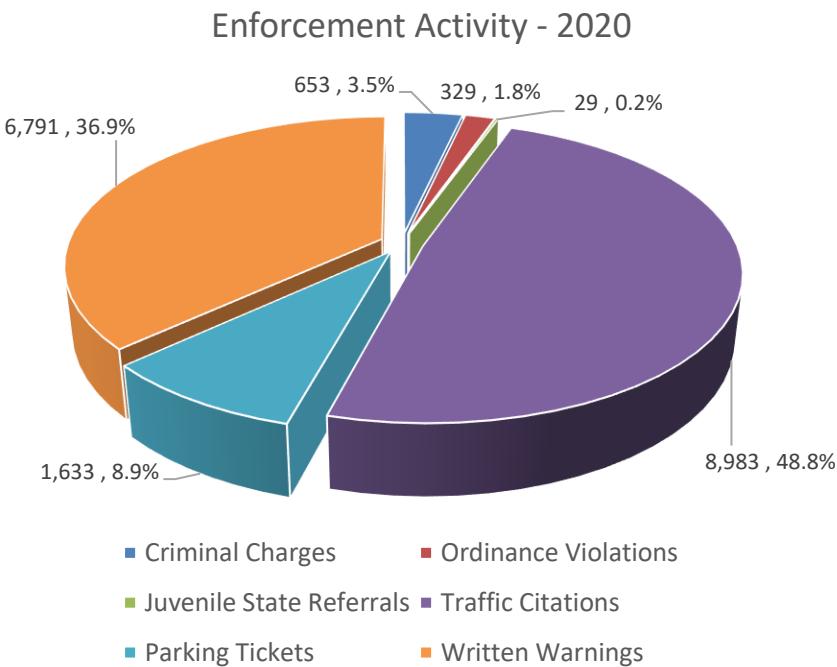
At least two officers assigned to each shift are trained as Field Evidence Technicians (FET). These officers receive additional training in evidence collection and identification to improve upon their ability to take photographs; retrieve latent fingerprints and DNA evidence; conduct drug testing; and perform tool mark analysis. Overall, the work FETs perform better prepares the department's detectives and the District Attorney's office for further investigation and prosecution of criminal cases respectively.



Overall, citizens are very positive in their comments about their field contact with officers of the Menomonee Falls Police Department - despite the sometimes-difficult nature of police work. Furthermore, the department's Patrol Officers do a tremendous job of minimizing conflict, stabilizing dangerous situations, and communicating with people, even when the news is negative or unpleasant. Finally, Patrol Officers recognize the importance of the individual citizen as a customer and make a sincere effort to treat people with dignity and respect, regardless of their situation.



Making use of specialized training and equipment, officers assigned to the [Bicycle Patrol](#) improve the department's access to the parks, the Village Center, retail areas and other locations not easily patrolled by traditional means. They have been found to be especially effective at large public gatherings such as the Falls Memorial Fest and the Independence Day Parade and Fireworks celebrations.



Patrol Support Unit



The [Patrol Support Unit](#) (PSU) consists of the Unit Supervisor, who serves as the municipal and circuit court liaison; two Crash Investigators; one K-9 Officer; twelve-fourteen Police Aides; and eleven School Crossing Guards. Crash Investigators are specially trained in the fields of crash investigation, vehicle dynamics, commercial motor carrier enforcement, drug interdiction and D.O.T. orders (specialized vehicle laws). In addition to various enforcement efforts, Patrol Support Unit personnel perform educational services at area schools and attend meetings and public events. The PSU's role is focused on safety, preventing injuries and death, and reducing the number of crashes.

Traffic complaints and crash suppression are the unit's most frequently addressed problems. Through selective enforcement, areas with traffic issues are targeted whether they are in residential neighborhoods or on main highways.

Tools used by the unit to assist with traffic issues and crash suppression are:

- Dual antenna moving radar and Laser speed detection equipment
- In-squad mobile video systems and laptop computers
- Laser Technology Radial Azimuth Crash Investigation System
- Analysis of computerized crash files
- Cooperative enforcement efforts with other law enforcement agencies
- Participation in traffic safety committees
- Mobile speed monitor and changeable message signs
- Computerized highway traffic data surveys

Additional areas of responsibility for the Patrol Support Unit are:

- Technical review and analysis of crash reports
- Investigation of all fatal, serious injury and other significant crashes
- Investigation and disposal of all abandoned vehicles
- Assist in directing the department's impaired driver enforcement activities
- Participating in the Motor Carrier Safety Assistance Program (MCSAP)
- Coordination of all community special events and dignitary protection
- Providing traffic safety education services

- Participation with municipal, county and state traffic safety committees
- Maintenance of all traffic related equipment
- Traffic impact reviews for community development projects

Since 2009, the Patrol Support Unit has utilized new equipment to assist in the processing of crash investigations. The Laser Technology Radial Azimuth Crash Investigation System allows Crash Investigators to quickly and accurately document a crash site, and then prepare diagrams via use of a computer. This tool also assists the officers in quickly clearing the scene of a serious crash and allows for the resumption of normal traffic flow.

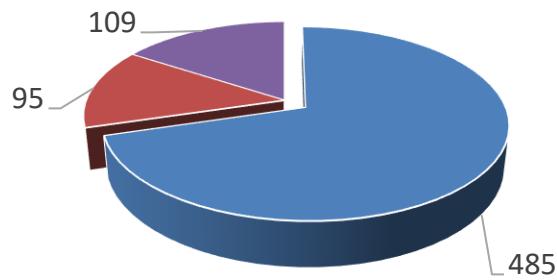
Traffic Crash Statistics

Crash Type	2018	2019	2020
Total Crashes	788	807	580
Property Damage Only	618	667	485
Personal Injury	167	140	95
Fatality	3	0	0
Hit and Run	145	148	109

Note: Types of crashes and total crash numbers will vary, as the number crashes in each category can be counted more than once.



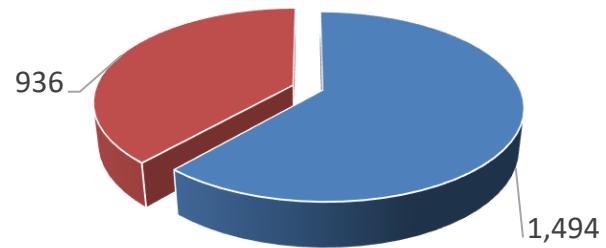
Traffic Crash Summary - 2020



■ Property Damage Only ■ Personal Injury ■ Hit and Run



Directed Patrol Enforcement Actions - 2020



■ Citations ■ Warnings

Some of the events the Patrol Support Unit participated in during 2020 were: motor carrier inspections, high visibility traffic enforcement, and a select number of community events (participation in events was limited due to the COVID-19 pandemic).

Motor carrier inspections involve a certified crash investigator dedicating time to inspect commercial motor vehicles (CMV) operating in the Village. These inspections not only help ensure CMV operators adhere to traffic laws, but they also ensure the vehicles they operate are in compliance with equipment regulations.

The PSU's high visibility traffic enforcement efforts include the unit's participation in statewide crackdown initiatives coordinated by the Wisconsin Department of Transportation. These initiatives focus on increasing roadway safety by targeting seatbelt, speed, and operating while intoxicated violations. Finally, the PSU also conducts high visibility traffic enforcement through its directed patrol assignments (DP). These DPs target problematic areas within the Village that have been identified [through communication with citizens](#), inspection of [crash data](#), and through the analysis of traffic surveys.

Canine

In 2020, Officer Schroeder and K-9 Tango began their partnership with the police department. K-9 Tango came from Hungary as an eleven-month old German Shepherd. Officer Schroeder and K-9 Tango attended a six-week beginner handler course at Jessiffany Canine Service in Iron Ridge, WI. They are certified with the American Police Canine Association in detection, tracking and aggression control.



The police patrol canine functions include building searches (burglar alarms, open doors, barricaded subjects, etc.), area searches (searching for missing persons and suspects), and article searches (searching for items of evidence). The narcotics detection function includes searching vehicles, buildings, and other objects for various narcotics.

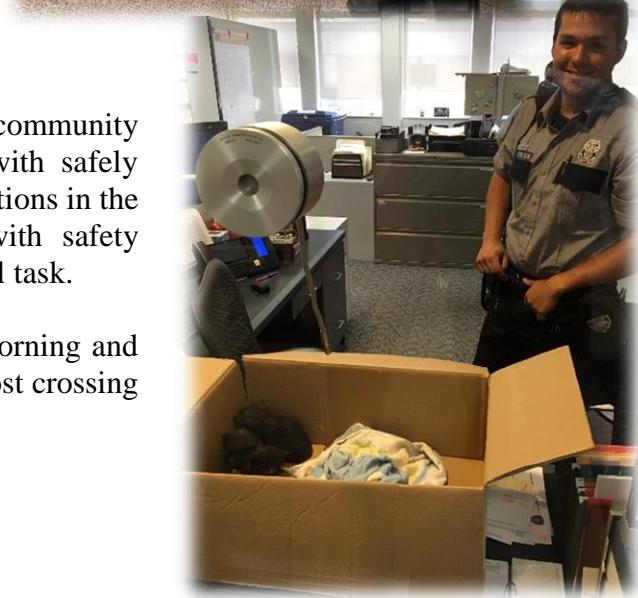
Officer Schroeder and K-9 Tango have been invited to and have attended numerous community gatherings to explain and demonstrate what the K-9 program entails. They also attend monthly training with members of the Waukesha County Sheriff's Department K-9 Unit to strengthen K-9 Tango's abilities in patrol and narcotics detection.



Police Aide Program

The [Police Aide](#) Program offers excellent opportunities for students of Criminal Justice to work with the Menomonee Falls Police Department in a support role and to further their understanding of law enforcement. Police Aides must be enrolled in a college level program leading to a degree in a police-related field of study.

Police Aides work between 16 and 24 hours each week providing service in various police department activities both in the field and in the administrative office. They receive classroom and practical training to prepare them for the tasks they will encounter in law enforcement. Examples of the work performed by police aides include animal control, parking enforcement, traffic control and direction, as well as numerous other activities under the direction of a police officer.



School Crossing Guard Program

The [School Crossing Guards](#) are comprised of citizens of the community who want to help the Menomonee Falls Police Department with safely escorting and crossing school children through dangerous intersections in the Village. Upon being hired, Crossing Guards are provided with safety equipment and training on how to effectively complete this critical task.

Each crossing guard is assigned an intersection with a morning and afternoon shift. The hours vary for each intersection; however, most crossing guards work approximately three-hours a day.

Special Investigations Bureau

The Special Investigations Bureau (SIB) investigates deaths, robberies, burglaries, sexual assaults, thefts, arsons, and white-collar crimes. The SIB also investigates crimes involving juvenile offenders, internet crimes against children, and interfaces directly with crime victims. Outside of its investigative functions, the SIB also facilitates the department's community outreach initiatives as well as its educational programming. Finally, the SIB commander facilitates the department's participation with the Waukesha County Metropolitan Drug Enforcement Unit.

The basic goals of the Special Investigations Bureau are to identify, apprehend, and assist in the conviction of criminals. Additionally, the unit strives to recover stolen property, gather intelligence information, prevent crime, and educate department staff and community members.

The Special Investigations Bureau Commander provides immediate supervision of the detectives and juvenile officers while overseeing the operation of the Bureau. Appointments to SIB are based on merit as a result of demonstrated ability while performing as a uniformed officer.

Detectives and Juvenile Officers receive specialized training to help them further develop and enhance their investigative skills. They are also committed to providing the citizens of the community with services that will enhance safety in the Village. To this end, SIB personnel will often travel outside of the Village in search of witnesses and suspects as well as to attend investigator meetings hosted by outside law enforcement agencies.

The Special Investigation Bureau works closely with the Waukesha County District Attorney Office to facilitate the prosecution of offenders. The SIB is also responsible for the provision of community outreach programs, including the Police/School Liaison Officer Program, [Neighborhood Watch](#), [Drug Abuse Resistance Education](#) (D.A.R.E.), Business Watch, and other special events and programs.

School Liaison Officers

With the goal of facilitating community safety through interaction with schools, students, and parents, the Menomonee Falls Police Department established a Police/School Liaison Program over 30 years ago – making it one of the first in the State of Wisconsin. Such programs have been repeatedly found to reduce crime and violence in schools and the community as well as increase lessons of citizenship, provide child victims with additional needed resources, and empower families with increased access.

The Police/School Liaison Program has been proven to limit the opportunity for violence and crime in the schools. Juvenile Officers, given this assignment, provide the school community and the students with resources while investigating crimes that occur at the schools. The position is one that requires significant cooperation with the school district. In addition, the Juvenile Officer, assigned as a School Liaison Officer, investigates crimes committed by juveniles or those with juvenile victims with the familiarity of the officer being a benefit to all parties. The Police/School Liaison Program has Juvenile Officers assigned to two public school campuses: [Menomonee Falls High School](#) and [North Middle School](#).



Juvenile-Related & Sensitive Crimes

Cases involving juveniles are frequently multi-jurisdictional and require the highest degree of confidentiality and sensitivity. Consequently, the Special Investigations Bureau reviews all police department action in juvenile-related offenses.

More specifically, dispositions of juvenile matters, as well as further investigative activity, is often performed by Juvenile Officers. What is more, these officers are typically assigned to cases involving possible child abuse and neglect – whether physical, emotional or sexual. Finally, Juvenile Officers work cooperatively with the [Waukesha County Department of Health and Human Services](#) social workers to promote effective dispositions and safe outcomes.

Neighborhood Watch

The [Neighborhood Watch Program](#) is a citizen-based cooperative effort between Village residents and the Police Department. Through the program, residents become invested in the safety of their neighbors and neighboring properties by participating in these groups. In turn, this participation can lead to greater reporting of suspicious activity and more effective law enforcement.



Each group has a block captain whose designation is to represent the residents in the Neighborhood Watch Block Captains' organization. The block captains regularly communicate with officers and disseminate the information they receive to their neighbors. Information provided can be about recent crime trends in the Village as well as home and personal security issues. The increased awareness and comfort with reporting suspicious activity assists the department in the reduction of crime and the apprehension of those who commit crimes in our neighborhoods.

The Neighborhood Watch program was started in Menomonee Falls in 1986. The first group had 60 homes participating in the program. Today, there are in excess of 150 Neighborhood Watch groups, representing approximately 4,600 households. The Neighborhood Watch group is also involved in community events throughout the year.

D.A.R.E. Program



[Drug Abuse Resistance Education](#) is a drug prevention program taught by police officers in schools. This program teaches students about the impact of drugs and how to make good choices. It is also designed to have law enforcement, schools, and families participate in helping our youth grow to be healthy and productive citizens. Originating in the Los Angeles area in 1983, D.A.R.E. students learn about the consequences and risks in the use of alcohol, tobacco and other drugs, how to make good choices, and how to deal with situations of potential drug use that may occur.

The D.A.R.E. program expanded its educational outreach several years ago to include a 3-week segment taught to 1st grade students. This segment teaches children the concepts of stranger danger, defining an emergency, using 911, and identifying potential dangers in society. For the 2020 school year, the Menomonee Falls Police Department D.A.R.E. program was taught at the following schools: Ben Franklin, Shady Lane, Riverside, Valley View, St. Mary's Catholic, Bethlehem Lutheran, Grace Lutheran, and Pilgrim Lutheran. D.A.R.E. classes were taught to approximately 450 fifth-grade students by specially trained Menomonee Falls Police Officers, as well as several hundred 1st grade students at the same schools listed.

Crime Stoppers of Waukesha County, Inc.



Since January 1, 1998, the Village of Menomonee Falls has been a member of the [Crime Stoppers of Waukesha County, Inc.](#) Crime Stoppers pays cash rewards to citizens who give information about anyone responsible for a specific crime. The information is provided anonymously. These rewards may range from \$25 to \$1,000 depending upon the severity and importance of the crime solved.

The rewards are given after an arrest is made. The amount of the reward is determined, post-arrest, by the Crime Stoppers Board, after examining the given facts of the case. This program is civilian-run and organized, with a police advisor from every member police agency. [Waukesha County District Attorney Susan Opper](#), endorses this program. The Crime Stoppers "tip-line" phone number is 1-888-441-5505. The number is answered 24 hours a day, 7 days a week. More information is available online at: <http://www.stopcrimewaukesha.com/home>

Waukesha County Drug Enforcement Unit

Drug threats to continually change throughout the years. Several years ago, marijuana and cocaine were the most consistently seized narcotics in Waukesha county. Today, the most prevalent threat to community's quality of life is the combination of synthetic opiates, such as Oxycontin, and heroin. Oxycontin, a legitimate controlled pharmaceutical painkiller, is often stolen or diverted and consumed. Those individuals who like the effect of this drug often switch to heroin, which is much less expensive.

The Menomonee Falls Police Department is a participating member of the Waukesha County Drug Enforcement Unit (DEU), which is a task force that consists of sworn officers from an assortment of Waukesha County Law Enforcement Agencies. The unit comes under the immediate supervision of the Waukesha County Sheriff's Department and its mission is to identify drug dealers at all levels, make purchases, arrest and seek criminal charges against them.

Founded in 1985, the DEU is recognized as one of the most successful in the State of Wisconsin. The Menomonee Falls Police Department has one member assigned to the DEU and the Waukesha County District Attorney's Office has a prosecutor specifically assigned to the task force.



Metro Drug Enforcement Unit

Services Bureau

The Services Bureau (SB) is led by the Services Bureau Commander and is comprised of a Sergeant and an Information Technology Specialist. Contained within this bureau is the Office Operations Unit (OOU). The OOU consists of the Office Operations Supervisor who oversees ten Police Support Specialists.

It is often the case that the first point of contact citizens have with the Menomonee Falls Police Department is with Services Bureau personnel. In addition, the SB provides needed support to department personnel from technological and equipment needs to specialized training. Finally, this bureau is also involved in researching new technology and equipment to improve the safety and comfort of the officers that serve the Village.

The Information Technology Specialist (ITS) is responsible for departmental support of telecommunication services and information technology systems. The ITS provides training to police personnel on various computer applications used within and outside of the police department.

Training

The Services Bureau has a variety of functions, all of which support department operations. These functions include, but are not limited to: recruitment; training and development of department members; logistics; management of the municipal holding facility; and providing technological support.

The effectiveness of any police department operation is dependent on the knowledge and performance of its employees. Pre-employment educational standards and rigorous recruitment policies assure that the department employs high-quality people. Once hired, personnel are required to field train on the department and successfully pass a probationary period. Members of the department attend routine in-service training. Off-duty education is pursued by some employees and encouraged by the department.

The Wisconsin Department of Justice [Training and Standards Bureau](#) mandate that each sworn officer receives a minimum of 24 hours of approved training yearly in order to remain certified as a law enforcement officer in the State of Wisconsin. Further, it is the goal of the department to provide additional specialized training to officers assigned to specialized duties and other non-sworn personnel whose assignments require training updates and other specialized training pertinent to their job assignments.

Department training program planning and coordination is a major function of the Support Services Unit. The planning and coordination of training provided to department personnel includes in-house training programs, Wisconsin technical college sponsored schools and privately-run specialized training in law enforcement career development.

In-service training received at the Waukesha County Technical College, as well as in-house training at MFPD, provides officers with instruction in the areas of professional communication, computer investigations, vehicle contacts, officer safety, emergency vehicle operation, legal updates, and scenario-based training. These training sessions are designed to keep department members up-to-date with best practice standards, maintain their law enforcement certifications, and increase their overall proficiency in providing high quality law enforcement.



Training may be in the form of formal classroom training (e.g. CPR/First Aid, Defense and Arrest Tactics), video presentations, in-the-field exercises (e.g. Firearms), or written communications in the form of policy or bulletins. Department members serve as instructors for in-house training. Command and supervisory personnel will also receive periodic in-service training on topics pertaining to the supervision and management of police operations.

Specialized training is utilized for the development and enhancement of skills as well as to build knowledge and abilities beyond the level taught in either basic or other in-service programs. Areas addressed with specialized training (to name a few) are: management and supervision, clerical/office, juvenile/community services, criminal investigations, evidence processing, field training officer, tactical/crisis negotiations, instructor certification, traffic law and crash investigation. A great deal of this type of training takes place during the year.



All sworn personnel carry handguns while performing their duties. Each officer must be prepared to use their weapon and other firearms should the need arise. During the year, each officer attends a minimum of four firearm training sessions where he or she participates in range training. Competency-based training with the handgun and rifle establishes the proficiency that is required of all sworn personnel. This proficiency is measured annually during a handgun qualification course based on the curriculum established by the State of Wisconsin Law Enforcement Standards Board. The Menomonee Falls Police Department firearms instructors are certified by the State of [Wisconsin Training and Standards Bureau](#).

Recruitment, Selection & Promotion

In 2020, the department conducted a number of assessment centers to [evaluate police officer applicants](#) and to establish promotional candidate pools. More specifically, an entry level center was held in late January followed by two expedited centers (lateral entry) in February and March. Thereafter, the department held a command level assessment center in late July and a supervisory level assessment center in early October.

The aforementioned processes allowed the department to fill six [police officer vacancies](#) and assisted the chief in selecting three individuals for promotional consideration by the PFC: Lieutenant Neyhart – Captain; Patrol Officer Joseph – Sergeant; and Sergeant Birler – Lieutenant.

Regarding **civilian** employees in the police department, two Police Support Specialists and three [Police Aides](#) were hired in 2020.



Citizen Police Academy

[The Menomonee Falls Citizen Police Academy](#) (MFCPA) is a program intended to educate citizens about police work. Furthermore, it is an opportunity for the department to build rapport with the citizens we serve. The program consists of thirteen, two to three-hour classes that take place on a weekly basis.

In addition to these important outcomes, the MFCPA is also designed to give the public a working knowledge of the department's organization, personnel, policies, and procedures. With this in mind, it is not designed as a preparatory class for individuals who desire to become a law enforcement officer. Rather, it is intended as an educational and informative offering for adults who either reside or work in the Village that have a desire to learn more about the police department.

The Citizen Police Academy covers a plethora of subjects to include police administration, traffic enforcement, police operations, criminal investigations, use of force, tactical operations, etc.



Citizen Police Academy Session #11

Volunteer Chaplain



The Department has one volunteer member, Reverend Russell Knoth who serves as the Chaplain for the police department and fire department. Rev. Knoth is the retired Pastor of St. Paul's United Church of Christ in Menomonee Falls. He is also a member of the Police Officer Support Team (P.O.S.T.). During his volunteer service with Menomonee Falls Police Department, Rev. Knoth does not promote any specific religious denomination. The chaplain is available to all members of the Department.

Chaplain Knoth's invaluable service includes ride-along with officers, assisting at crash and sudden death scenes, co-chairing the Police Officer Support Team and making death notifications in the field. He is a member of the Waukesha County Law Enforcement Chaplains Association and also a member of the International Conference of Police Chaplains.

Police Officer Support Team (P.O.S.T.)

By the very nature of the tasks they regularly perform, Police Officers are exposed to conflict, danger and high-stress situations. The level of stress involved cannot be ignored as it can affect service to the public and have a toll on our most valuable resource, our officers. In order to provide an appropriate response to the needs of our officers, the Menomonee Falls Police Department formed a Police Officers Support Team. It was established in April 1989 as a resource to assist officers dealing with job-related and personal stress by providing a group of "peer listeners."

Members of the P.O.S.T. volunteer and are trained to assist fellow officers. These P.O.S.T. members are available to any co-worker at any time. All members of the department, active and retired, and their family members, are served by this group. All P.O.S.T. contact is confidential. P.O.S.T. has helped officers effectively and safely handle personal and job-related stresses in a positive manner to the benefit of the officers and community.

Office Operations Unit

The Menomonee Falls Police Department Office Operations Unit (OOU) is operational 24 hours a day, 7 days a week, 365 days a year. The OOU is staffed with a supervisor and ten full-time Police Support Specialists (PSS). These dedicated employees ensure citizens and Village staff receive efficient administrative service while also providing police department personnel with unparalleled professional support.

The tasks assigned to the OOU are extensive and are of critical importance to the function of the department. More specifically, the staff is responsible for answering all non-emergency telephone calls. The nature of these calls varies greatly, but can include providing guidance on how to [pay a citation](#), discussing how to obtain a [crash or incident report](#), granting [night parking permission](#), or forwarding a message to an officer. Not surprisingly, what is occurring in the Village, such as a significant crash or high-profile incident, often has a direct influence on the nature and volume of incoming calls.

When visiting the Menomonee Falls Police Department's business office, individuals are likely to encounter a PSS at the reception window. It is here where a visitor can transact payments, ask questions, or request police services. Typical activities at the reception window include, but are not limited to: [payment processing](#) (citations/permits), filing of [open records requests](#), [applying for permits](#), or requesting to file a report with an officer. Whatever the request may be, the staff will accommodate the individual to the best of their ability. In the event a PSS is unable to help, he or she will refer the individual to the appropriate person either within or outside the Police Department.

When not answering the telephone or helping individuals at the window, PSSs keep busy with other important tasks such as processing reports and transcribing officers' dictations. Additionally, these employees are responsible for a significant volume of data entry and validation to include the review of citations, Criminal Information Bureau warrant entries, validation of National Crime Information Center entries, fingerprint management, and the processing of cases for the Waukesha County District Attorney's Office.



Department Personnel

The following roster reflects department personnel and their positions as of December 31, 2020.

<i>Name</i>	<i>Title</i>	<i>Date of Hire</i>
Anna Ruzinski	<u>Chief of Police</u>	October 1, 2007
Mark Waters	<u>Assistant Chief of Police</u>	May 18, 1992
Eugene Neyhart	<u>Captain of Police</u>	January 22, 2001
Michael Brasch	<u>Lieutenant of Police</u>	July 12, 1993
Steven Rudie		May 1, 1995
Matthew Lewek		January 7, 2002
Andrew Birler		December 28, 1998
Michael Douglas	<u>Sergeant of Police</u>	March 9, 1992
John Thomae		July 16, 2001
Steven Sanders		December 28, 1998
Phillip Sikorski		December 7, 2006
Jason Gruszynske		July 17, 2012
Stephen Bagin		January 22, 2001
Lemar Brooks		July 16, 2001
Gregory Joseph		October 6, 2014
Christopher Cybell	<u>Detective</u>	February 6, 1995
Andrew Martin		June 13, 2005
Christopher Bellows		September 14, 2009
Eric Palmer		April 20, 2009
Brian Walter	<u>Identification Detective</u>	July 22, 1996
Jay Weber	<u>Juvenile Officer</u>	February 16, 1998
Nicholas Gapinski		January 6, 2003
Scott Holz		May 12, 1997
Scott Bellows	<u>Crash Investigator</u>	March 1, 1999
Eric Hansen		August 16, 1999

<i>Name</i>	<i>Title</i>	<i>Date of Hire</i>
<u>Patrol Officer</u>		
Jason Cychosz		March 16, 1998
Dean Duffy		June 22, 1998
Christopher Harding		September 16, 2002
Michael Schroeder		August 2, 2004
Kyle Bucher		June 13, 2005
Eric Henning		May 8, 2006
Scott Henning		August 7, 2006
Matthew Lawson		September 22, 2008
Dane Helland		October 20, 2008
Vincent Strom		May 24, 2010
Matthew Meinel		January 6, 2014
Hans Naker		January 6, 2014
Matthew Benson		May 27, 2014
Ryan Young		October 6, 2014
Johnathon Eckert		February 9, 2015
Jacob Sterr		May 31, 2016
Jarred Ruhlman		June 11, 2018
Zachary Riley		June 11, 2018
Donovan Carlson		June 11, 2018
Austin Gholson		October 15, 2018
Zachary Tank		December 10, 2018
Jacob Comerford		December 10, 2018
Lisa Dalpra		January 7, 2019
Jacob Lorenz		April 1, 2019
Joshua Schwechel		May 13, 2019
Lucas Kuehne		July 22, 2019
Nathan Holsbo		July 22, 2019
Nathan Hall		August 26, 2019
Kendal Kaiser		December 16, 2019
Cody Koch		January 20, 2020
Nicholas Napientek		April 13, 2020
Jordan Rowen		July 6, 2020
Christopher Hauser		August 10, 2020
Matthew Compton		August 10, 2020

Administrative Assistant

Jean Szczygielski	August 27, 2001
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Information Technology Specialist

Long Dinh	April 25, 2005
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Office Operations Supervisor

Diane Braatz	January 3, 1996
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<i>Name</i>	<i>Title</i>	<i>Date of Hire</i>
<u>Police Support Specialist</u>		
Sandra Lansen		January 14, 1985
Tracy Kirchberger		February 3, 1992
Tricia Schenk		May 2, 1994
Greg Vorpahl		July 3, 1997
Laura Rudie		June 1, 1998
Andrea Bucher		July 5, 2017
Jill Amrhein		January 2, 2019
Joseph Snyder		March 4, 2019
Whitney Kavanaugh		March 23, 2020
Maritza Campos		April 27, 2020

Police Aide (part-time)

Matthew Otto	January 3, 2018
Joshua Belfiori	July 23, 2018
Thomas Madrzak	July 23, 2018
Chloe Liska	November 16, 2018
Justin Willis	November 16, 2018
Kalan Belfiori	November 16, 2018
Jonathan Angle	November 16, 2018
Michael Tibbals	October 7, 2019
Dylan Braatz	October 7, 2019
Holly McCabe	November 12, 2019
Taylor Rhode	October 27, 2020

School Crossing Guard (part-time/seasonal)

Patricia Ciganek	March 26, 2019
Joyce Dvorak	March 26, 2019
Michael Grennier	March 26, 2019
Yvonne Holz	March 26, 2019
Mitchell Krajna	March 26, 2019
Juan Ocasio	March 26, 2019
Joyce Stamm	March 26, 2019
Robert Stamm	March 26, 2019
Patricia Young	March 26, 2019
Lawrence Kozlowski	September 20, 2019
Natalie Merkel	October 9, 2019

Police Canine

Tango	January 1, 2020
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Personnel Actions

Hired

<i>Name</i>	<i>Position</i>	<i>Date of Hire</i>
Cody Koch	Police Officer	January 20, 2020
Whitney Kavanaugh	Police Support Specialist	March 23, 2020
Jordan Rowen	Police Aide	April 10, 2020
Nicholas Napientek	Police Officer	April 13, 2020
Nicholas Schmitz	Police Officer	April 13, 2020
Emily Smith	Police Aide	April 13, 2020
Maritza Campos	Police Support Specialist	April 27, 2020
Jordan Rowen	Police Officer	July 6, 2020
Drew Hildenbrand	Police Aide	July 14, 2020
MarKeise Warren	Police Aide	July 14, 2020
Christopher Hauser	Police Officer	August 10, 2020
Matthew Compton	Police Officer	August 10, 2020
Taylor Rhode	Police Aide	October 27, 2020

Promotions

<i>Name</i>	<i>Rank</i>	<i>Date of Promotion</i>
Eugene Neyhart	Captain	June 21, 2020
Gregory Joseph	Sergeant	August 9, 2020
Andrew Birler	Lieutenant	August 30, 2020

Appointments

<i>Name</i>	<i>Position</i>	<i>Date of Appointment</i>
Eric Hansen	Crash Investigator	January 1, 2020
Michael Schroeder	Canine Officer	January 1, 2020
Eric Palmer	Detective	February 2, 2020

Retirements

<i>Name</i>	<i>Position</i>	<i>Retired</i>	<i>Length of Service</i>
Vito Sorce	Detective	January 31, 2020	27 years, 3 months
Jeffrey Knop	Captain	June 12, 2020	32 years, 9 months

Resignations

<i>Name</i>	<i>Position</i>	<i>Resigned</i>	<i>Length of Service</i>
Amy Hughes	Police Support Specialist	January 25, 2020	2 years, 7 months
Don Lewis	Police Officer	January 28, 2020	2 years
Connor Schmid	Police Aide	February 27, 2020	1 year, 3 months
Nicholas Schmitz	Police Officer	May 20, 2020	1 month
Alex Holden	Police Aide	July 1, 2020	2 years, 6 months
Tyler Pytlak	Police Aide	July 6, 2020	3 years, 9 months
Emily Smith	Police Aide	July 7, 2020	2 months
MarKeise Warren	Police Aide	November 13, 2020	4 months
Brandon Melk	Police Aide	December 13, 2020	2 years, 1 month

**Service Recognitions
(25 or more years of service)**

Name

Sandra Lansen
Jeffrey Knop
Tracy Kirchberger
Michael Douglas
Mark Waters
Michael Brasch
Tricia Schenk
Christopher Cybell
Steven Rudie

Position

Police Support Specialist
Captain
Police Support Specialist
Sergeant
Assistant Chief
Lieutenant
Police Support Specialist
Detective
Lieutenant

Date of Hire

January 14, 1985
August 24, 1987
February 3, 1992
March 9, 1992
May 18, 1992
July 12, 1993
May 2, 1994
February 6, 1995
May 1, 1995



Compiled and edited by:
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Commander, Services Bureau

Contributors:
Mark Waters, Chief of Police
Jean Szczygielski, Administrative Assistant

