

The Menomonee Falls Police Department

2022

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 2022 annual report as well as explore our entire [website](#). I trust you will find both interesting and helpful.

Our mission is to preserve the public peace, protect persons and property, and provide services for the betterment of the community, the professionalism of the Menomonee Falls Police Department is something we are very proud of.

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.

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 are extremely fortunate to serve a community that is so supportive of its police department. From the elected leaders of the village, the residents of the village, the business owners, people that are employed in the village, to the visitors to the village, the support has been outstanding and does not go unnoticed and is so appreciated by our officers and civilian support staff.

We have many programs we utilize 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 \(WILEAG\)](#).



Chief of Police Mark P. Waters

2022 Menomonee Falls Police Department Expenditures

Salaries	\$6,282,457
Overtime & Compensatory Time Pay	\$392,408
Vacation Pay	\$37,114
Holiday Pay	\$53,036
Part Time Wages – Police Aides	\$125,441
Temporary Help	\$46,671
Retirement/Severance	\$2,092
Employee Benefits	\$2,997,257
Training	\$64,683
Education Reimbursement	\$1,500
Recruitment & Personnel	\$2,222
Employee Exams/Evaluations	\$6,820
Travel Expenses	\$40
Uniforms	\$42,649
Armored Vests	\$12,706
Office Supplies	\$2,978
Postage/Shipping	\$4,175
Printing	\$0
Department Supplies	\$7,817
Small Equipment	\$3,923
Investigative Expenses	\$50,011
Accreditation Expenses	\$650
Equipment Maintenance & Repair	\$2,041
Vehicle Maintenance & Repair	\$40,427
Radio Equipment Maintenance & Repair	\$1,792
Vehicle Fuel	\$111,999
Vehicle Supplies	\$2,592
Vehicle Purchases	\$207,433
Radio Hardware	\$3,415
Office Furnishings	\$15,109
Fixed Assets	\$26,535
Light/Power Service	\$3,098
Heat (Gas & Oil)	\$40
Waukesha County 800 Megahertz	\$25,690
Transfer to Debt Service	\$13,975
 Total Expenditures	 \$10,590,796

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 Chairperson Christine Wilczynski-Vogel, Commissioner Teri Lux, Commissioner Carl Bahneman, Commissioner Karen Nelson, & Vice-Chairperson Gerry Luisier.

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:
Chairperson Christine Wilczynski-Vogel, Commissioner Teri Lux, Commissioner Carl Bahneman,
Commissioner Karen Nelson, & Vice-Chairperson Gerry Luisier.

Command Staff

The police department maintains its high professional standards through a management team approach. Led by the Chief of Police [Mark Waters](#), the team is comprised of two Captains, and five 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, [Jean Szczygielski](#).

The Captain of Operations, [Steven Rudie](#), is responsible for establishing the department's operational priorities and directs the overall activities of the agency. Moreover, the Captain of Operations provides executive oversight of the department's patrol lieutenants and the Special Investigation Bureau commander. Together, these individuals ensure the department's personnel respond to calls for service; conduct conscientious traffic enforcement activities; complete effective criminal investigations; protect and collect evidence; and secure criminal apprehensions.



Captain Steven Rudie



Captain Gene Neyhart

Complimenting the Captain of Operations is the Support Captain, [Gene Neyhart](#). The Support Captain provides executive direction to, and oversight of, the department's support personnel including the Services Bureau commander and the Office Operations supervisor. Additionally, the Support Captain conducts investigations as assigned by the Chief; coordinates components of the emergency management program for the village; serves as the department's Public Information Officer; and coordinates, manages, and oversees the department's participation in the [Wisconsin Law Enforcement Accreditation Group](#).

The Command Staff uses regular meetings to communicate as a group to discuss operational issues and strategic planning. The cooperative interaction of the Command Staff 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 actions, and imposing discipline.

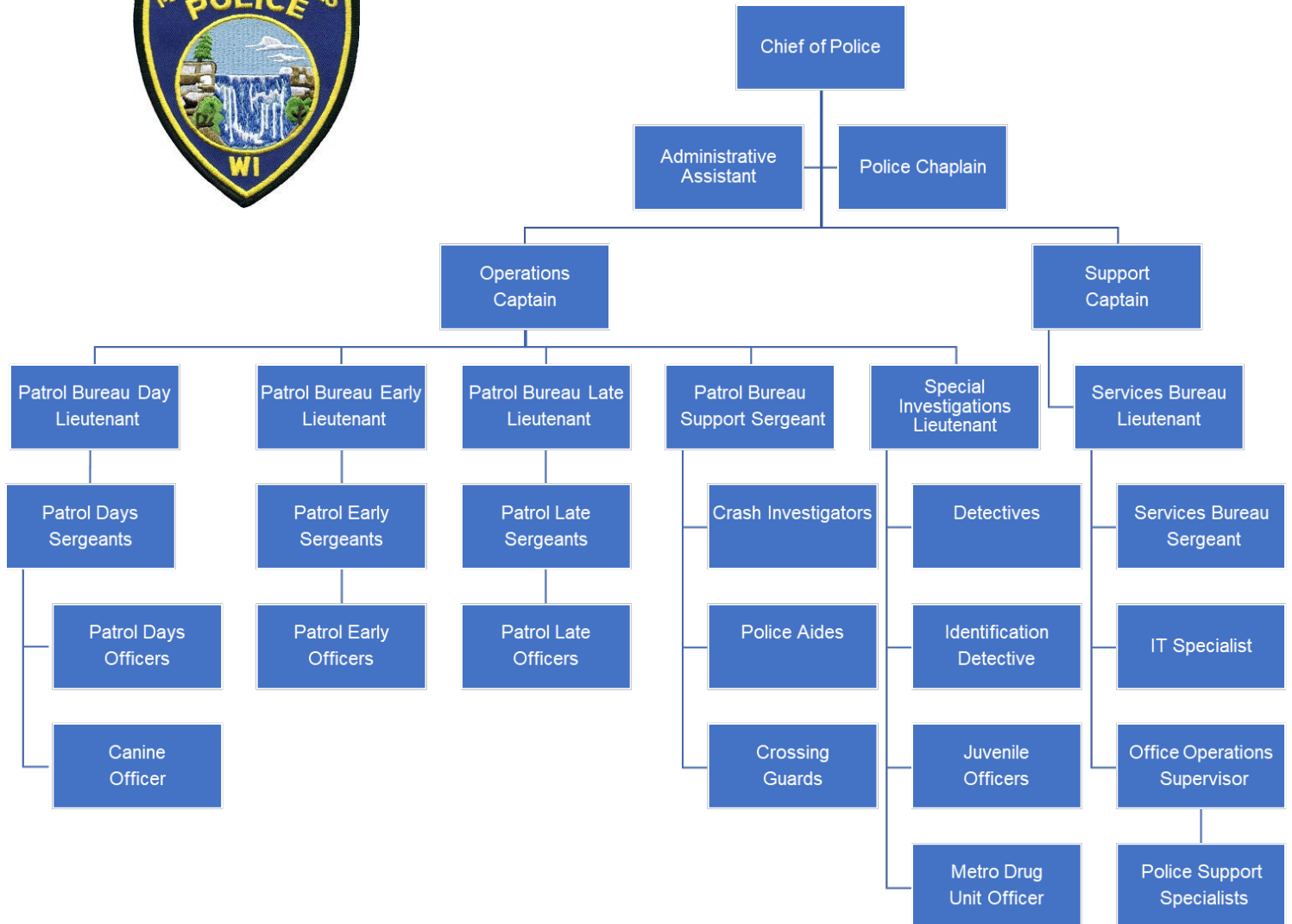


Lieutenants of Police (from left to right)

Michael Brasch, Matthew Lewek, Andrew Birler, Jason Gruszynski, and Stephen Bagin

In addition to the aforementioned functions, the chief serves as the primary liaison with law enforcement 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 2022 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 and each shift is led by a patrol commander.

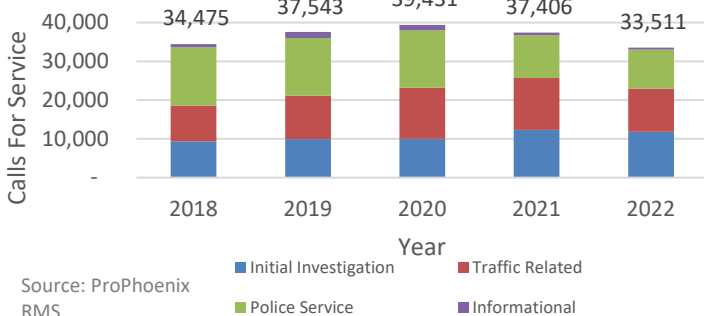


The calls-for-service Patrol Bureau personnel encounter are quite varied both in scope and complexity. For instance, in some circumstances officers may have to conduct preliminary and follow up investigations. Other calls-for-service, however, may simply require an officer to offer guidance or provide straightforward assistance to a citizen in need.

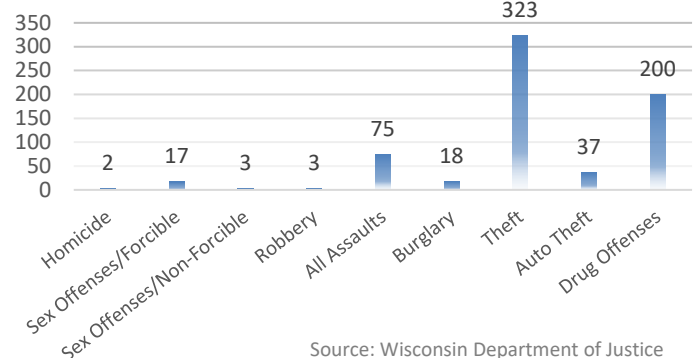
The crimes against persons the Patrol Bureau responds to include, but are not limited to, homicides, robberies, and sexual assaults. Patrol officers also investigate crimes against property such as burglary, theft, and vandalism. Outside of these and other criminal offenses, patrol officers frequently respond to alarm calls, investigate the report of missing persons, provide assistance to motorists, and offer a plethora of other services to the public. Overall, patrol officers are well prepared to address most any circumstance requiring police service.



MFPD Field Activity
(calls-for-service)



CRIMINAL ACTS - 2022



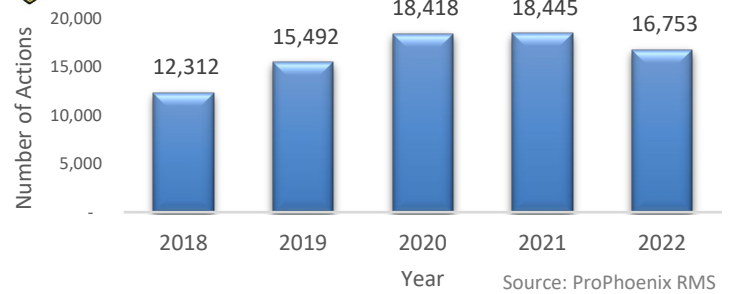
The Patrol Bureau, as well as the entire police department, operates under a Community Policing philosophy – a law enforcement approach that emphasizes citizen, government, and police partnerships. Furthermore, the philosophy is designed to problem solve and address the causes of crime as well as the fear of crime among citizens. In the spirit of community policing, officers assigned to the Patrol Bureau maintain a close working relationship with citizens involved in the [Neighborhood Watch Program](#). The department is proud to report that participation in the program grew to over 180 Block Watch Captains in 2022. These Captains are consulted by officers to obtain or pass along important information regarding 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.

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, patrol officers compile information about the context of a specific event or incident. From there, patrol officers take informed and reasonable enforcement action in a manner that promotes public safety and ensures compliance with the law. Patrol Officers, acting on well informed decisions, have discretionary power in most cases to determine the best course of enforcement.



Enforcement Actions



A couple of strategic initiatives in 2022 included the department's testing of body-worn cameras (BWC) and its maintenance of its 15 Flock[®] vehicle recognition devices. In terms of the former, BWCs proved invaluable to the department's personnel. Consequently, the department applied for, and was awarded, a BWC grant through the Wisconsin Department of Justice. This grant will allow the department to fully implement BWCs in 2023 and will cover fifty-percent of their associated costs over a three-year period.

Advanced Training

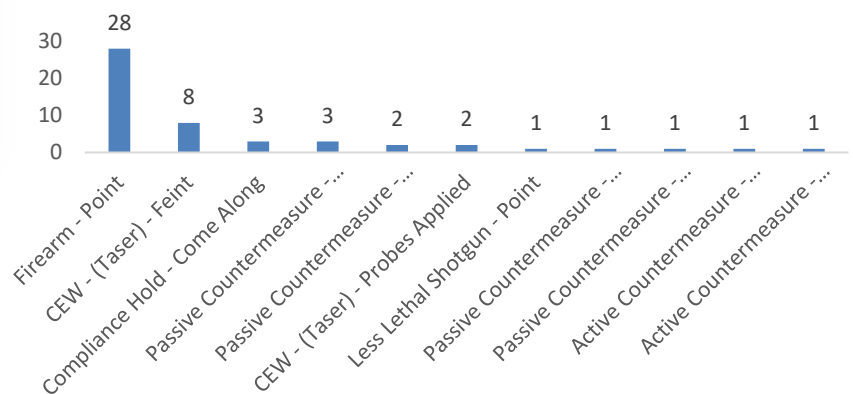
The collection of evidence is an essential function of any police department. To that end, at least two officers per patrol shift are trained as Field Evidence Technicians (FET). These officers receive advanced training in evidence collection and identification to improve upon their ability to take photographs; retrieve latent fingerprints and DNA evidence; conduct drug testing; and perform tool mark analysis.



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. Bicycle patrol has been found to be particularly effective during large public gatherings such as the [Falls Memorial Fest](#), the [Independence Day Parade](#) and the 3rd of July Firework celebration.



Type of Force Used During Call For Service 2022



Source: Office of the Chief



The advanced training MFPD officers receive allows them to better minimize conflict, stabilize dangerous situations, and effectively communicate with the public. Moreover, the department's well-trained personnel take pride in leaving [positive impressions](#) with the community. Consequently, it should come as no surprise that complaints against MFPD personnel are infrequent and use-of-force incidents involving officers are relatively few (33,511 calls-for-service - 51 use of force instances - force was used in less than .15% of calls).

Canine

The MFPD police canine participates in various type of searches including: 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. In addition to these tasks, the police canine performs narcotics detection. This type of search takes place in a variety of settings including vehicles, fields, and buildings. Moreover, this important function allows the department to better protect the community through the confiscation of illicit drugs and related contraband.



The department's canine, Tango, joined MFPD in 2020 as an eleven-month old German Shepherd. He and his handler, Officer Michael Schroeder, are certified with the American Police Canine Association in detection, tracking and aggression control. In 2022, Officer Schroeder and K-9 Tango continued to be a productive team by conducting area searches, performing drug detection assignments, and attending public gatherings.

During their partnership on the department, Officer Schroeder and Tango have been attended numerous community gatherings to explain and demonstrate what the department's K-9 program entails. They also have attended 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.



Patrol Support Unit



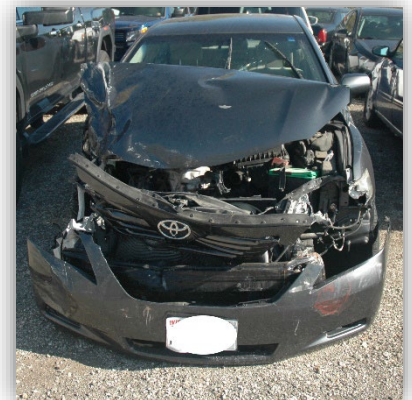
The [Patrol Support Unit](#) (PSU) consists of a Unit Supervisor, two Crash Investigators, a varying number of Police Aides, and numerous School Crossing Guards. The PSU's supervisor, [Sergeant Lemar Brooks](#), provides immediate oversight of the unit and serves as the municipal court liaison. The goal of the PSU is to increase traffic safety throughout the village. The unit works toward meeting this goal by engaging in efforts that reduce the number of injuries and deaths associated with motor vehicle crashes.

Traffic complaints and crash suppression are the unit's most frequently addressed problems. Moreover, the PSU mitigates these issues by conducting targeted enforcement activity in neighborhoods, on the Village's highways and on the interstate. 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



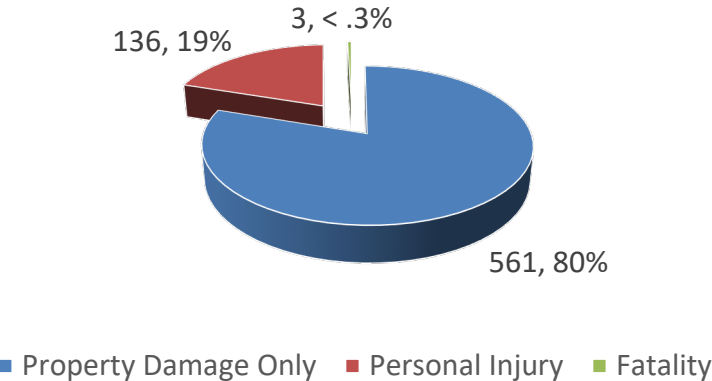
The PSU’s Crash Investigators (CI) are specially trained in the fields of crash investigation, vehicle dynamics, commercial motor carrier enforcement, drug interdiction and D.O.T. orders (specialized vehicle laws). What’s more, the PSU employs state of the art equipment to assist in the processing of crash investigations. One such tool is the Laser Technology Radial Azimuth Crash Investigation System. This system allows CIs to quickly and accurately document crash scenes and efficiently prepare computer diagrams of elaborate crashes. Finally, this tool also assists CIs in clearing vehicles from the scene of serious crashes which reduces the likelihood of lengthy road closures.

Traffic Crash Statistics

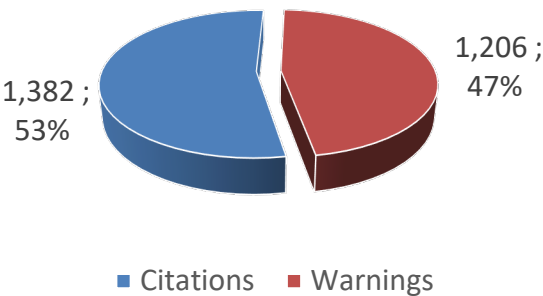
Crash Type	2018	2019	2020	2021	2022
Total Crashes	788	807	580	717	7
Property Damage Only	618	667	485	595	561
Personal Injury	167	140	95	120	136
Fatality	3	0	0	2	3
Hit and Run	145	148	109	97	122

Note: Total crashes is the sum of property damage only, personal injury and fatality – hit and run crashes can be associated with any of the three major categories.

Traffic Crash Summary - 2022



Directed Patrol Enforcement Actions - 2022



Source: Patrol Support Unit

Motor carrier inspections involve a certified crash investigator dedicating their 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 comply 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. Additionally, the PSU conducts high visibility traffic enforcement thorough 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.

Finally, in addition to the aforementioned activities, PSU personnel perform educational services at area schools, attend local meetings, and provide law enforcement services at public events. Some of the events the PSU participated in during 2022 were: motor carrier inspections, high visibility traffic enforcement, and a select number of other community events.

Police Aide Program

The [Police Aide Program](#) offers excellent opportunities for aspiring Criminal Justice professionals to work with the Menomonee Falls Police Department in a support capacity. To prepare for this important role, Police Aides receive a significant amount of classroom and practical training. Once complete, they assist the department's staff by performing both field and administrative tasks such as: animal control activities; parking and ordinance enforcement; traffic control and direction; fingerprinting; and countless other activities under the direction of a police officer or department supervisor.



Police Aides typically work between 16 and 24 hours each week, primarily between the hours of 6:45 a.m. and 11:00 p.m. In order to [become an aide](#), an individual must be enrolled in a college level program leading to a degree in a police-related field of study.

Those who have served as Police Aides for the department – a list that includes current Menomonee Falls Police commanders, supervisors, and officers – have described the experience as “[invaluable](#).” The department has an ongoing recruitment process and encourages aspiring criminal justice professionals to [apply](#).

School Crossing Guard Program

The [School Crossing Guards](#) are comprised of citizens of the community who desire 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. The department is continually [seeking crossing guard applicants](#) to fulfill this important and rewarding role.

Special Investigations Bureau

The Special Investigations Bureau (SIB) investigates significant incidents and crimes that occur in the village including: 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, [Lieutenant Jason Gruszynske](#), facilitates the department's participation with the Waukesha County Metropolitan Drug Enforcement Unit.

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

The Special Investigations Bureau Commander provides immediate supervision of the department's detectives and juvenile officers while overseeing the day-to-day operation of the bureau. Appointments to SIB positions 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 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.



Juvenile Officers (from top to bottom)
JO Eric Hansen, JO Jay Weber, and JO Nicholas Gapinski

The Special Investigation Bureau works closely with the [Waukesha County District Attorney's 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 and have been shown to 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. Furthermore, 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.



<http://www.mfnw.org>

department in reducing crime and increases the likelihood of apprehending those individuals who target neighborhoods.

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. This information is often in reference to recent crime trends in the village as well guidance about home and personal security issues. The increased awareness and comfort with reporting suspicious activity assists the

The Neighborhood Watch program was started in Menomonee Falls in 1986 and had 60 homes participating in the program. Today, the department is proud to partner with over 180 Neighborhood Watch groups, that represent well over 4,600 households. We encourage all residents to [become involved](#) in this fantastic initiative.

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 2022 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, Bethlehem Lutheran, Grace Lutheran, and Pilgrim Lutheran.

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 and the reward amount typically ranges from \$25 to \$1,000 – depending upon the severity and importance of the crime solved. This program is civilian-run and organized, with a police advisor from every member police agency. The [Waukesha County District Attorney, Susan Oppen,](#) endorses the program as it has been responsible for countless investigative leads.



The Crime Stoppers “tip-line” phone number is: 1-888-441-5505 and the line 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 in Menomonee Falls have continually changed over the years. For example, in the not so distant past, marijuana and cocaine were the most consistently seized narcotics in Waukesha county. Today, the most prevalent threat to the quality of life of most Waukesha County communities is the combination of synthetic opiates, such as Oxycontin, and heroin. Oxycontin, a legitimate controlled pharmaceutical painkiller, is often stolen or diverted and consumed. 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. This unit is designed to target drugs, such as those mentioned previously, and operates under the direction of the Waukesha County Sheriff’s Department. Its mission is to identify drug dealers at all levels, make drug purchases, and seek criminal charges against individuals associated with the drug trade.

Founded in 1985, the Waukesha County 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

Services Bureau (SB) personnel are often the first point of contact for citizens. This initial interaction is a natural byproduct of the numerous responsibilities of the bureau that supports departmental operations. Some of the services provided by the SB include, but are not limited to: greeting visitors and providing administrative assistance; providing training to the department's staff; coordinating the recruitment of personnel; maintaining and providing departmental records; conducting product research and delivering associated support; replenishing equipment and supplies; and managing the department's municipal holding facility.

The SB is led by the Services Bureau Captain and is comprised of a Bureau Commander, a Sergeant, an Information Technology Specialist, and an Office Operations Unit (OOU) supervisor who oversees ten Police Support Specialists.

Training

The effectiveness of any police department is dependent upon the knowledge and performance of its employees. Pre-employment educational standards and rigorous recruitment policies help ensure that the department attracts and employs knowledgeable and motivated individuals. Those who gain employment with the department are required to complete a field training process. Thereafter, these employees must demonstrate a high level of professional competence during their probationary period to continue their employment with the department. While the importance of the department's initial vetting and field training is critical, the significance of the training that occurs thereafter cannot be underscored enough.

The Wisconsin Department of Justice's [Training and Standards Bureau](#), mandates that each sworn officer receive a minimum of [24 hours of approved annual training](#) in order to maintain their certification as a law enforcement officer. On an annual basis, the MFPD's sworn personnel meet and often exceed this training requirement. In fact, the department's supervision is tasked with forecasting the training needs of their personnel while also soliciting requests for specialized training from their staff. This focus on training and staff development is instrumental to the department's ability to serve the community and assists with its ongoing recruitment efforts.



The planning and coordination of training provided to the department's personnel is a major responsibility of the Services Bureau. More specifically, its staff registers, facilitates, and maintains the records associated with departmental sponsored training that can occur within, or outside of, the Menomonee Falls Police Department.

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

Training may be delivered in a traditional classroom setting, through video presentations, by observing field exercises, or through written communications such as policy briefings or informational bulletins. Command and supervisory personnel will also receive periodic in-service training on topics pertaining to the supervision and management of police operations.

Most members of the department receive some variety of specialized training. This training is utilized to develop or enhance an officer's skills. Furthermore, specialized training increases the department's ability to address complex societal situations and become more effective at performing complicated investigations. While not exhaustive, specialized training often includes the areas of: juvenile and community services; criminal investigations and evidence processing; tactical and crisis negotiations; field training and mentorship; traffic law and crash investigation; and case management and supervision.

All sworn MFPD personnel carry handguns while performing their duties and officers must be prepared to use their weapon and other firearms should the need arise. Consequently, firearms training is of critical importance to the department. To that end, each officer attends a minimum of four training sessions where he or she participates in firearms-based instruction and deployment. This competency-based training incorporates the officer's handgun, patrol rifle, and the less than lethal devices the department maintains.



Sgt. Douglas and Officer Duffy instructing on the MFPD range

Led by the Services Bureau Sergeant, the department's firearms training is facilitated by MFPD's instructors all of whom who are certified by the State of [Wisconsin Training and Standards Bureau](#). The department's firearms training program helps officers to establish the firearms proficiency that is required of all sworn personnel. This expertise is measured annually during a handgun qualification course based on the curriculum established by the [State of Wisconsin Law Enforcement Standards Board](#).

Recruitment, Selection & Promotion

In 2022, the department conducted a number of assessment centers to [evaluate police officer applicants](#). More specifically, two entry-level assessment centers took place in March and September and six expedited lateral transfer assessment centers were held throughout the year. As part of the hiring process, these centers assisted the department in filling police officer vacancies in 2022 (8) and identified prospective candidates for anticipated 2023 opportunities.

There were two promotions within the department in 2022. In early January, the Police and Fire Commission (PFC) approved the promotions of Stephen Bagin to Lieutenant and Matthew Meinel to Sergeant. In addition to these promotions, the department also hired five police aides.



Lieutenant Bagin & Chief Waters
(Pictured left to right)



Sgt. Meinel – MFPD's newly promoted
Sergeant of Police

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 it serves. The program consists of thirteen classes that are 2-3 hours in length that take place on a weekly basis.

In addition to these important outcomes, the MFCPA is 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 of Menomonee Falls who have a desire to learn more about the police department.



Citizen Police Academy – Session #12

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

Volunteer Chaplain

The Department has one volunteer member, Reverend (Rev.) Russell Knoth. Rev. Knoth has served as the Chaplain for the police department for over 34 years and is the retired Pastor of St. Paul's United Church of Christ in Menomonee Falls. The "Rev", as he is affectionately referred to within the department, 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 and is available to all members.



Chaplain Knoth

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 is 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 the department's most valuable resource, its officers. In order to provide an appropriate response to the needs of these individuals, the Menomonee Falls Police Department formed a Police Officer Support Team over three decades ago. Established in April of 1989, the P.O.S.T. has cemented itself 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. are volunteers and are trained to assist fellow officers. These P.O.S.T. members are available to any co-worker, at any time, and all contact is kept confidential. All members of the department, active and retired, as well as their family members, are served by this group. The team has helped officers to effectively and safely handle personal and job-related stresses throughout its tenure. This incredible team benefits not only the members of the department, but the whole Menomonee Falls community as well.

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 of 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 data validation to include the review of citations, Criminal Information Bureau warrant entries, 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, 2022.

<i>Name</i>	<i>Title</i>	<i>Date of Hire</i>
	<u>Chief of Police</u>	
Mark Waters		May 18, 1992
	<u>Captain of Police</u>	
Eugene Neyhart		January 22, 2001
Steven Rudie		May 1, 1995
	<u>Lieutenant of Police</u>	
Michael Brasch		July 12, 1993
Matthew Lewek		January 7, 2002
Andrew Birler		December 28, 1998
Jason Gruszynske		July 17, 2012
Stephen Bagin		January 22, 2001
	<u>Sergeant of Police</u>	
Michael Douglas		March 9, 1992
John Thomae		July 16, 2001
Steven Sanders		December 28, 1998
Phillip Sikorski		December 7, 2006
Lemar Brooks		July 16, 2001
Gregory Joseph		October 6, 2014
Johnathon Eckert		February 9, 2015
Matthew Meinel		January 6, 2014
	<u>Detective</u>	
Christopher Cybell		February 6, 1995
Andrew Martin		June 13, 2005
Christopher Bellows		September 14, 2009
Eric Palmer		April 20, 2009
	<u>Identification Detective</u>	
Brian Walter		July 22, 1996
	<u>Juvenile Officer</u>	
Jay Weber		February 16, 1998
Nicholas Gapinski		January 6, 2003
Scott Holz		May 12, 1997
	<u>Crash Investigator</u>	
Scott Bellows		March 1, 1999
Eric Hansen		August 16, 1999
	<u>Canine Officer</u>	
Michael Schroeder		August 2, 2004

<i>Name</i>	<i>Title</i> <u>Patrol Officer</u>	<i>Date of Hire</i>
Jason Cychosz		March 16, 1998
Dean Duffy		June 22, 1998
Christopher Harding		September 16, 2002
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
Drew Hildenbrand		January 4, 2021
Austin Falter		January 3, 2022
Alfonso Cordova		January 3, 2022
Scott Pavlock		May 16, 2022
Landon Muehlenkamp		May 16, 2022
McKenzie Burdgick		July 25, 2022
Nathaniel Bonesho		July 25, 2022
Justin Nemoir		July 25, 2022

<i>Name</i>	<i>Title</i>	<i>Date of Hire</i>
Jean Szczygielski	<u>Administrative Assistant</u>	August 27, 2001
Long Dinh	<u>Information Technology Specialist</u>	April 25, 2005
Diane Braatz	<u>Office Operations Supervisor</u>	January 3, 1996
Sandra Lanser	<u>Police Support Specialist</u>	January 14, 1985
Tracy Kirchberger		February 3, 1992
Tricia Schenk		May 2, 1994
Greg Vorpahl		July 3, 1997
Laura Rudie		June 1, 1998
Jill Amrhein		January 2, 2019
Whitney Rhode		March 23, 2020
Maritza Campos		April 27, 2020
Katie Legault		September 7, 2021
Ashley Jelinski		September 7, 2021
Chloe Liska	<u>Police Aide (part-time)</u>	November 16, 2018
Calla Dane		January 19, 2021
Alisa Novak		June 21, 2021
Brittney Optiz		May 16, 2022
Alexander Rech		May 16, 2022
Zing Thawng		August 8, 2022
Zachariah Stafford		November 28, 2022
Patricia Ciganek	<u>School Crossing Guard (part-time/seasonal)</u>	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
Tango	<u>Police Canine</u>	January 1, 2020

Personnel Actions

Hired

<i>Name</i>	<i>Position</i>	<i>Date of Hire</i>
Austin Falter	Police Officer	January 3, 2022
Alfonzo Cordova	Police Officer	January 3, 2022
Scott Pavlock	Police Officer	May 16, 2022
Landon Muchlenkamp	Police Officer	May 16, 2022
Robert Pflughoeft	Police Officer	May 16, 2022
Brittney Opitz	Police Aide	May 16, 2022
Alexander Rech	Police Aide	May 16, 2022
McKenzie Burdgick	Police Officer	July 25, 2022
Nathaniel Bonesho	Police Officer	July 25, 2022
Justin Nemoir	Police Officer	July 25, 2022
Zing Thawng	Police Aide	August 8, 2022
Calla Dane	Police Aide	August 29, 2022
Elisabeth Mass	Police Aide	September 28, 2022
Zachariah Stafford	Police Aide	November 28, 2022

Promotions

<i>Name</i>	<i>Rank</i>	<i>Date of Promotion</i>
Stephen Bagin	Lieutenant	January 2, 2022
Matthew Meinel	Sergeant	January 2, 2022

Retirements

None

Resignations

<i>Name</i>	<i>Position</i>	<i>Resigned</i>	<i>Length of Service</i>
Austin Gholson	Police Officer	January 1, 2022	3 years and 2 months
Dominic Casberg	Police Aide	February 27, 2022	7 months
Nicholas Napientek	Police Officer	April 1, 2022	2 years
Johnathan Angle	Police Aide	April 6, 2022	3 years and 4 months
Lisa Dalpra	Police Officer	April 16, 2022	3 years and 3 months
Sara Wegner	Police Aide	April 20, 2022	10 months
Dane Helland	Police Officer	May 4, 2022	13 years and 6 months
Douglas McElhatton	Crossing Guard	June 10, 2022	6 months
Michael Tibbals	Police Aide	June 19, 2022	2 years and 8 months
Calla Dane	Police Aide	July 5, 2022	1 year and 5 months
Robert Pflughoeft	Police Officer	July 8, 2022	1.5 months
Elisabeth Mass	Police Aide	November 7, 2022	1 month
Alfonso Cordova	Police Officer	December 1, 2022	10 months

Service Recognitions
(25 or more years of service)

<i>Name</i>	<i>Position</i>	<i>Date of Hire</i>
Sandra Lanser	Police Support Specialist	January 14, 1985
Tracy Kirchberger	Police Support Specialist	February 3, 1992
Michael Douglas	Sergeant	March 9, 1992
Mark Waters	Chief	May 18, 1992
Michael Brasch	Lieutenant	July 12, 1993
Tricia Schenk	Police Support Specialist	May 2, 1994
Christopher Cybell	Detective	February 6, 1995
Steven Rudie	Captain	May 1, 1995
Diane Braatz	Office Operations Supervisor	August 26, 1996
Brian Walter	Identification Detective	July 22, 1996
Scott Holz	Juvenile Officer	May 12, 1997



Compiled and edited by:
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