

**PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE**  
**BOARD OF DIRECTORS**

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on March 15, 2012, at 9:00 a.m., at the Allouez Fire Department, 135 Dauphin St., Green Bay, WI.

Present: Todd Delain, Neil Cameron, Tom Vandenack, Kevin Tielens, Tom Hendricks, Glenn Deviley, Mike Nieft, Brad Muller, Karl Fleury, Robert Kiser, David Lasee

Excused: Rick Davidson, John Gossage, Robert Goplin

Absent: Larry Mours, Jim Arts, Derek Beiderwieden, Eric Dunning, Ed Janke, Nick Craig, Kevin Heimerl, Larry Wilson

Item #1. Adoption of Agenda.

Motion was made by Vandenack and seconded by Fleury to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Meeting of December 15, 2011.

Motion was made by Muller and seconded by Delain to approve the minutes of the last meeting. **Motion carried.**

Item #3. Report of Monthly Activities of the Fire Investigation Unit.

Muller reported that the fire investigation unit was called out to the following fires since the last meeting:

12-29-11 2027 Velp Ave., Howard (business/accidental)  
12-30-11 305 S. Wall St., Denmark (business/accidental)  
01-08-12 2580 Dunbar Ln., Green Bay (residence/accidental)  
02-03-12 5327 CTH K, New Franken (shed/arson)  
03-09-12 4264 Lark Rd., Morrison (barn/under investigation)  
03-11-12 605 St. George St., Green Bay (multi-family/under investigation)  
03-14-12 249 Grand Ave., Denmark (garage/accidental)

Item #4. Report of General Membership President.

Muller reported that the last General Membership was on March 1, 2012. The IAAI spring conference is June 5-7, 2012, in Stevens Point. New gas cards for the Task Force's use from Shell and Kwik Trip. A rough update was given on the truck. Joe Gabe went to National Fire Academy school and brought back information on the BATS case management program. Went through the report forms, camera equipment, that the truck is to be put back in service after a call, the lead investigator on scene is responsible to make assessment, evidence collection and chain of custody,

and where to store pictures. Muller stated that he should be given an update on a fire investigation by the next morning. At the February investigators meeting, intern call-out protocol was reviewed. The next General Membership meeting is May 31, 2012, at the Bellevue Fire Department.

Item #5. Old Business.

A. Dispositions of Case Proceedings.

Matthew Lemberger was arrested on federal charges for the December 2010 arson to his business in Denmark.

B. Review Bylaws and Operating Guidelines.

Muller and Kiser will get together and review the bylaws and operating guidelines for changes and updates.

Delain reported that the Brown County Board of Supervisors requested an estimate from the Brown County Highway Department to fix the truck, and they gave an estimate of \$2,832.50.

Item #6. New Business.

Muller reported that he received two intern applications from Pulaski firefighters Gregg Staszak and Kevin Bryfczynski. Stephanie Thomas from the Green Bay Police Department backed out as an intern. Motion was made by Vandenack and seconded by Nieft to approve Staszak as an intern. **Motion carried.** Motion was made by Cameron and seconded by Vandenack to approve Bryfczynski as an intern. **Motion carried.**

Discussion was had about criminal background checks being conducted on Task Force investigators. Motion was made by Cameron and seconded by Nieft to conduct a criminal background check on an annual basis on Task Force fire investigator and intern applicants to make sure there is nothing that will impede their ability to become a fire investigator or intern with the Task Force. **Motion carried.** Muller will add something to the bylaws and to the application in reference to this.

Muller stated that interviews were done in February for the open fire investigator position and that the interview committee recommended Greg Steenbock as the new investigator. Motion made by Muller and seconded by Vandenack to approve Steenbock as the new fire investigator. **Motion carried.**

Muller passed out the 2011 Task Force fire investigation statistics as well as the investigator/intern statistics. The fire investigation unit was called out to 33 fires in 2011.

Delain reported that the Public Safety Committee ordered the sheriff's office to take possession of and maintain the fire investigation truck at the sheriff's office. He said he will see if he can find some kind of vehicle through the federal surplus program. It was also suggested that the sheriff contact our senator in Washington, D.C., about an ATF vehicle no longer in use that we could have.

Item #7. Report of Juvenile Firesetter Program Coordinator.

Nick Craig was not present.

Item #8. Other Matters.

No other matters were discussed.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting was set for June 14, 2012, at 9:00 a.m., at the Allouez Fire Department, 135 Dauphin Street, Green Bay, WI.

Item #10. Adjourn.

Motion was made by Muller and seconded by Delain to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent  
Recording Secretary