



MINUTES OF THE POLICE AND FIRE COMMISSION

**THURSDAY, OCTOBER 3, 2019, 3:30 PM
CITY HALL, ROOM 310**

A. ROLL CALL.

Present: Marian Boyle-Rohloff, Vanya Koepke, Rod Goldhahn, Warren Wanezek, Nancy Schopf.

Others present: Fire Chief David Litton, Police Chief Andrew Smith, Police Lieutenant Jody Buth and HR Operations Manager Melanie Falk.

B. APPROVAL OF THE AGENDA.

Moved by Commissioner Nancy Schopf, seconded by Commissioner Warren Wanezek to approve the agenda. Motion carried.

Yes- Marian Boyle-Rohloff, Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of the minutes from the regular meeting held September 5, 2019.

Moved by Commissioner Marian Boyle-Rohloff, seconded by Commissioner Nancy Schopf to approve as amended. Motion carried.

Yes- Marian Boyle-Rohloff, Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

D. INFORMATIONAL.

I. President's Report.

There was no report from the President.

2. Report from the Chiefs.

Fire Chief David Litton and Police Chief Andrew Smith reported on various activities and events within their respective departments.

E. REGULAR BUSINESS.

1. Consideration with possible action on request to approve the 2020 Chippewa Valley Technical College Regional Fire Fighter hiring process.

After discussion, it was determined that no action would be taken at this time. Chief Litton may bring this item back to the Commission in January contingent upon hiring needs.

2. Consideration with possible action on the following communications:

a. Budget Status Report

Moved by Commissioner Warren Wanezek, seconded by Commissioner Marian Boyle-Rohloff to approve. Motion carried.

Yes- Marian Boyle-Rohloff, Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

b. Budget Spreadsheet

No action was taken. No changes from the last report.

3. Consideration with possible action on request to approve the monthly bills.

Moved by Commissioner Nancy Schopf, seconded by Commissioner Marian Boyle-Rohloff to approve. Motion carried.

Yes- Marian Boyle-Rohloff, Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No- None, Abstain- None

4. Consideration with possible action on the review of Patrol Officer candidate background(s). The Commission may convene in closed session pursuant to Sections 19.85(1) (c) and (f), Wisconsin

Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. The Commission may thereafter reconvene in open session pursuant to Section 19.85(2), Wisconsin Statutes, to report the results of the closed session and consider the balance of the agenda.

Moved by Vanya Koepke, seconded by Commissioner Warren Wanezek to go into closed session for items #4 and #5. Motion carried.

Yes- Marian Boyle-Rohloff, Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No-None, Abstain- None

Moved by Vanya Koepke, seconded by Commissioner Warren Wanezek to return to open session. Motion carried.

Yes- Marian Boyle-Rohloff, Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No-None, Abstain- None

Out of closed session it was reported that the Commission reviewed 3 backgrounds and moved those 3 candidates to the interview step in the process. Two voluntary requests from candidates that found other jobs were reviewed.

Moved by Vanya Koepke, seconded by Commissioner Warren Wanezek to accept the 2 voluntary removals and interview 3 candidates. Motion carried.

Yes- Marian Boyle-Rohloff, Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No-None, Abstain- None

5. Interviews with Patrol Officer candidate(s). Please take notice that pursuant to §19.85 (1) (c) and (f) Wisconsin Statutes, the Commission may convene in closed session for the purpose of interviewing, evaluating and considering employment of Patrol Officer candidates.

Out of closed session it was reported that 3 candidates were interviewed and all 3 have been approved to proceed through the recruitment process.

6. Set date of next meeting.

The next meeting date is November 7, 2019.

F. PUBLIC HEARINGS.

G. ADJOURNMENT.

Moved by Vanya Koepke, seconded by Commissioner Marian Boyle-Rohloff to adjourn. Motion carried.

Yes- Marian Boyle-Rohloff, Nancy Schopf, Rod Goldhahn, Warren Wanezek, Vanya Koepke, No-None, Abstain- None

VERBATIM MINUTES

- All right.
- All right, I'd like to call the Thursday, October 3rd, regular meeting of the Police and Fire Commission to order. We'll start with roll-call. Commissioner Wanezek.
- Here.
- Commissioner Schopf.
- Here.
- Commissioner Boyle-Rohloff.
- Here.
- Commissioner Koepke.
- Present.
- And I'm Commissioner Goldhahn, so let the record show all are here. First approval of the agenda, you were sent that earlier in the week. Any questions, issues, changes? If not, I'll entertain a motion to approve.
- So moved.
- By Commissioner Schopf.
- Second.
- Seconded by Commissioner Wanezek. Any further discussion? Hearing none, all those in favor?
- [Group] I.
- Opposed? And we have approval of the minutes, that was from the regular meeting held September 5th. I just have one minor point. When we go into closed session, we go in to one closed session to usually cover two items if we're interviewing officers and reviewing. So on item six where it says, one, two, three, the fourth paragraph which says, "Three candidates were interviewed" and we're continuing the process." That actually should be down under number seven, instead of number six.
- So, yeah, number six, so where's the?

- The fourth one down, the second language says, "Three candidates were interviewed and were continuing the process."

- Yes.

- That's actually part of number seven.

- Number seven. We'll move that and revise.

- Any other changes or questions? If not, then with that adjustment, I'm gonna entertain the motion to approve.

- So moved.

- Made by Commissioner Rohloff.

- Second.

- Seconded by Commissioner Schopf. Conclude the discussion hearing none, all in favor?

- [Group] I.

- Opposed. Conclude the minutes. Nothing new to report so we'll go right into the chiefs. Chief Litton we'll start with you, since we have some police interviews later on.

- Very good, I don't have a whole lot to report other than, we are all currently in deliberations. I think we're gonna find out more about that, by November or so. We are both in contract negotiations as well. So both police and fire are currently in that process. We had our third meeting with our local today. There's more to come. All of you've seen the news but one of our fire inspector lieutenants was attacked around the corner of Dousman and Broadway. In plain daylight, a guy was walking down. Apparently what happened the guy had come off the bus and was attempting to remove a bicycle from the front of the bus. One of the passengers got off and shooed him off, and so the guy was agitated. Our guy came up on him, weaving in traffic and just stopped his car and was trying to coax him out of the traffic, and was approaching him and the guy just attacked him, just hit him with three shots before he knew what was happening. Of course he was trying not to swing back, which any way. But thankfully, there was a police officer in the area and the response was rapid and the guy was arrested. Our lieutenant ended up in the hospital, had concussion protocol, hurt his shoulder but he's okay. So, and I wanted to thank the police department here in front of the Commissioner, for their action, their reaction to it. They've all been great.

- Some citizens what'd they--

- Yeah there was a couple of citizens that actually stopped and helped detain the individual as well. In my 37 years of doing this I've never seen the kind of things that are going on around the country and then right here in Green Bay. It's just the craziest thing, come to find out the guy was from Winnipeg, Canada. So hopefully, he gets deported back to Canada. Or sent back to Canada, let's put it that way. Because we certainly don't need him attacking our fire officers out in the field. So with that I don't have anything new to report.

- Okay, questions? All right

- I do.

- Please.

- Not a ton myself either. Crime continues in trend down nicely, 6% this past week overall, we've been holding that pretty steady for the year. So that's good news. We are sitting at right now 177 officers. We're authorized for 180, Jody could probably give us more on this if you need specifics, but we're looking at losing a few more officers before the first of the year. And we're thinking by hiring, if everything works out with the ones we're looking at, we will be at about 181 by January first. That'll put us one over where we're technically supposed to be but I'm hoping that in the next budget that we're working at, we'll be able to bump up our numbers throughout the year. And as we move into the next fiscal year, or the next calendar year, 2021, with a full, or just about fully staffed as we can be. We gave a detective test. I know a couple of you run the board, and we have the results of that. I'd like to go ahead and get started filling some of the vacancies we have back in detectives. I don't know if you wanted to formally make that, do you folks?

- It's not a promotion correct?

- Correct, it's a specially formal.

- So I don't think the Commission needs to approve that process.

- All right.

- We're also looking at a captains test and a sergeants test. We started taking applications for the sergeants test and the captains test. Probably later on this month for sergeant, maybe late this month, beginning of next month. Right now we have a couple sergeant vacancies I'd like to fill at least one right away. And then if we promote two captains, they'll come from the lieutenant pool, meaning our lieutenant pool will be down two. I'd like to make two sergeants instead of making two new lieutenants. So we'll be able to bump up our field sergeants by filling those two captain spots. Right now we have two captain vacancies in our table of organization. We're down to two captains. We had eight I think when I started here. We're down to two. I think the right balance for us would be about four. There's a potential that we could lose two people. There's a chance we could lose Commander Ebel next year or so. And the same with Captain Laux. So this could be a good list to be on it, if you're a lieutenant interested in being captain we could make as many as four in the next year. And I'll invite anybody on the board that wants to be a part of the selection panel for that, either the sergeants test or the captains test or both. I'll let you know when that is if you're interested in being part of that promotion process.

- Sporting clays shoot for the Police Foundation is on Tuesday. So that's gonna be fun for us. Thank you for your support. And everybody, it's been a lot of teams are starting to come in and some really nice donations from the community. So I think it's gonna be a lot of fun. So that's Tuesday at Little Creek. Suppose there's still a couple of spots left if people are interested. And that will be it for me.

- I'm sure you wrote it down. Any questions for Chief?

- I was hoping to stop by yesterday, but how did coffee with a cop go at Kavarina yesterday?
- Good. It was interesting 'cause some people come specifically for that others are just happen to be walking by and they see the sign out there. But I've met some really nice folks. I've met some folks from as far away as Missouri, who happened to be up here. Got a chance to meet a young man who's in NWTC in the law enforcement program there. He was there with his little sister and we think he's leaning towards the Brown County Sheriffs, but we kind of nudged him in the right direction.
- That's awesome.
- Yeah it's always good.
- Awesome, thank you.
- Alright any other questions. Okay. Next item is consideration with a possible action on a request to approve the 2020 Chippewa Valley Technical College Regional Firefighter hiring process.
- That's a real long one there isn't it?
- You have the summary in your material.
- I opened, I wrote to the commission memorandum kind of summarizing the fact that Chippewa Valley approached Green Bay for us to get involved in their hiring process. They claim that their candidate pool is roughly 80% different than what the Fox Valley Technical College pool is. They came out with a presentation, Chairman Goldhahn sat in on the presentation along with Joe Faulds the HR director, myself, our command staff, Jen Smits as well. And in my memorandum it basically said that I thought it would be a good idea to at least try it out on a trial basis, a one year deal, 'cause I wanna change it a little bit and request that we do a contingent upon there actually being positions that we're going to be able to hire. As I said we're in the budget process right now. It looks like it's gonna be extremely challenging. I think that there is a potential for a hiring freeze. Not sure if that's across the board or by department, but there is a potential, we have three vacancies right now and there will be potential I think that there could be a hiring freeze put across. So it wouldn't make any sense for us to spend money or say that we need to get into right today. If the commission so sees fit, you could approve it, contingent upon there actually being positions open. This process is after, so it's not until spring anyway where we could hold it until, and I can bring it back to you for approval at a later date. Either way it would be fine with me. I'm gonna get the Fox Valley results either Monday or Tuesday. So I'll actually have the book with the candidates that past our test for Fox Valley on Monday or Tuesday. So if they won't delay our process we'll still have to do some interviews and establish a list. We may not know about hiring though until November or December.
- So this would be in addition to Fox Valley? Whether he likes it.
- Yeah
- Yeah, again they claim that their bringing candidates from the western part of the state. We have several employees that we've hired from Chippewa Valley that have been really good candidates. We had a fairly robust intern program with them and at some point they just decided and they had a

different person in the position. And it kind of fell by the wayside on their part, not on ours, so we're reviewing legal documents right now to serve something again for the interns. But I don't think it's necessary to expend the money right today. So we can either do it contingent upon hiring or I can bring it back to you in January. What's good?

- So what makes them different from Fox Valley? The applicants?

- Well just the pool or the area from which they draw.

- Ah okay.

- So Fox Valley is down in Appleton right? And so they get, generally, the central corridor here. Chippewa Valley claims to get more along the the river, Mississippi river and into Iowa, Minnesota, they get some more candidates up that way. I don't think it ever hurts to look at the process one time, it's not an extremely expensive process.

- Right.

- And do they see how you do this process?

- They do not. Our hope is and we've been encouraging Fox Valley and Chippewa Valley to get together and do the one process. I sent an advisory report for FVTC and CVTC. All the fire chiefs have been encouraging them to merge process. But there is some political nuances that I guess that have to be addressed first before we can get to that point. So that might be several years off. We're very happy with Fox Valley, don't get me wrong here. Just from a standpoint of maybe seeing a different pool of candidates. But if we're not hiring it doesn't make any sense to spend the money.

- And if a person from that area that's on that list wants to get their name on the Fox Valley they physically have to come to Appleton and sign--

- They have to do the whole process all over again.

- On that whole process with them. So the beauty with Appleton, that would be the Fox Valley Tech is those kind of one stop shopping. So candidates could apply to multiple jurisdictions. Over the past few years we've typically had more good candidates than we could hire.

- Right

- However, if we have a bigger pool we could even have possibly better candidates.

- Someone from that area just couldn't apply to you direct? They have to go through Fox Valley?

- Yeah, because we've established that process. And getting the character trait test and all the things that come along with the CPAT that Fox Valley does with the candidate physical aptitude test. All the things that they do as far as collecting documents and certifications and making sure that they meet our requirements and all those things. I wouldn't circumvent that in another process.

- How about if somebody from out of state wants to apply? They still have to--

- They'd have to Fox Valley. I guess thinking about it from the overall view, if we could find additional minority candidates through the Chippewa Valley system, and I'm not sure that we could or we can't, but if there's additional minority candidates out there that could help diversify our department think it's a good thing. It's kind of that thought process of that, but again, if we're not hiring anybody doesn't make any sense to expend the money right now.

- Thank you.

- It makes sense to do the contingent on hiring.

- I'll give it to the commission, I can bring it back in January if you'd like.

- Yeah, let's-- Then you've had a chance to review the proposal, so if we have any questions let's get that out and then I'd say let's not vote on it now, and if you want to pull the trigger back in November, come, we've already had the data it's just a simple matter of I would like to proceed with this, you've already seen it, then you can go ahead at that time.

- Yeah and I guess minority credit, if we're trying to get more minorities. Is there a process for somebody from out of state? Let's say their family's moving into the community. They still have to go through the whole , there's no other way? Even if they were established fire fighters someplace else?

- That's correct. And they can apply online pretty much for everything. Everything can be done online with the exception of the CPAT test which is the physical aptitude test.

- So we're really not eliminating?

- I would tell ya that one of the little problems we're having with Fox Valley, we've been talking to them about that, is Fox Valley requires a candidate come to their school and do it there. CPAT is a national certification. You can take it as long as it's a certified testing facility. You can literally take it in California and bring it here. I'd accept it because it's the process, right? They have to be reviewed. Then they have to keep their data. So, Fox Valley however, is requiring that the candidates come directly to the campus. So we've been talking to them about that, about opening it up and taking a CPAT from anywhere. That's important progress. The other difference between, Fox Valley runs the process starting in June, we're getting the results in October. Chippewa will start in January. We're actually having a meeting next week, probably go to the meeting just to get more information. They start October and they would give us their final list in May.

- So just to clarify, you would work with both?

- We would work with both. So what would happen if in fact, we're going to hire people. We would, we could. It won't affect us in this next hiring process. It would literally come in to play in 21. So we would get the Fox Valley list and if we're hiring we'll just do those interviews. Then would we would get into the Chippewa Valley process in January and we get those results in May. So we had that list already established. Then we'd merge the list so in 21 we'd be looking at both sets of candidates. That's how that would work.

- Correct me if I'm wrong, but for those of you that weren't on before we went to this and prior to doing the process with Fox Valley Tech. If an individual was a firefighter candidate, and he or she wanted to apply to somewhere in Murphys Wisconsin, they'd have to apply to individual departments, and each of those departments had their own hiring requirements, so they'd have to take a test here then go to Appleton to take a test, then go to Fox processing take a test. Now with this Fox Valley tech they do it once. And those tests, as well as the physical test apply to all these departments, so you could essentially do a one stop shopping and apply to half a dozen different departments and not have to go through all that result.

- For all 12.

- So it's easier for the candidate and in turn it gave us a bigger pool of candidates to choose from. So it was a very positive move from when the chief first brought that in and we did that. We'd just be expanding then if we had the need.

- Then again, I'm just saying if we do do it, if we do have candidates then we're gonna hire. Even on a trial basis or one year thing we'd say, if we can take a look at it review it and see if we did get some good first candidates. If you got equal quality, just say from the western area, it doesn't change much then it doesn't make a lot of sense to be doing it. But we won't know I guess until we try.

- So we don't need a motion or anything so it looks like we can do it later on then. All right Chief Litton the only thing we have left is the budget stuff and we can't agree so. More important things to do?

- I'm not gonna sit here for that.

- Thank you much.

- We get enough of that as it is.

- You guys have to do it all year long, I get to do every three months.

- Alright thanks to you, happy day.

- Thanks everybody have a good day.

- Bye

- Next item is consideration with possible action on the budget status report and budget spreadsheet. And actually there's no change to activity since last months sheet. Since this one has a new date on it. I'll entertain motion to receive it and place it on file? Approved by Commissioner Wanezek.

- Second.

- Seconded by Commissioner Rohloff. Per the discussion carry on. All those in favor?

- [Group] I

- Opposed Okay then the status report in the spreadsheet that will be placed on file. And then number three consideration for possible action on a request for prudent monthly bills. We have one bill for patrol officer testing and actually the impact of that was on last years budget status report. So all in favor of motion to authorize payment?

- So moved.

- By Commissioner Schopf.

- Second

- Seconded by Commissioner Rohloff. No discussion. Hearing none, all those in favor?

- [Group] I

- Opposed Alright we'll pay the bills. Next item is consideration on again items four and five are both post session items, so I'll read them both. We'll do one closed session vote. We'll do the separate items in closed session and I'll report on them individually when we go back out. So item four is consideration with possible action on the review of patrol officer candidate backgrounds. Commission can convene in closed session, pursuant to Section 19.85 paragraph one sub C and F. Wisconsin statutes to consider employment, promotion, compensation or performance evaluation data on any public employee over which the governmental body has jurisdiction or exercise responsibility. The commission may thereafter reconvene in open session pursuant to Section 19.85 paragraph two. Wisconsin statutes to report the results of closed session and consider the balance of the agenda. And then item five is interviews with patrol office candidates. And in pursuant to 19.85 paragraph one sub C and F. Wisconsin statutes the commission may convene in closed session for the purpose of interviewing, evaluating and considering employment of patrol officer candidates. So is there a motion to go ahead and closed session for those two items?

- So moved.

- By Commissioner Koepke.

- Second.

- Seconded by Commissioner Wanezek. All those in favor?

- I

- Opposed? We are in closed session.

- Four. Item number four we reviewed backgrounds of three individuals and continued them on to the interview process. We also reviewed voluntary requests for removal of two candidates who took jobs in other jurisdictions. And accepted the voluntary withdrawals and moved the other three into the interview process. For item number five we interviewed three candidates and chose to continue all three of those candidates in the hiring process. Brings us to number six date and time of the next meeting. November seventh would be our regular meeting. That fits for folks unless the PD ends up

with any other interviews that we want to do. So at this point lets plan for the seventh. There are no public hearings. Is there a motion to adjourn?

- So moved

- Made by Commissioner Koepke Is there a second?

- Second.

- I was gonna say you have to have a second or have another meeting. Seconded by Commissioner Rohloff. All those in favor?

- [Group] I

- Opposed? We are adjourned.