



AGENDA OF THE POLICE AND FIRE COMMISSION

**MONDAY, DECEMBER 2, 2019, 3:00 PM
CITY HALL, ROOM 310**

A. Roll Call.

B. Approval of the Agenda.

C. Approval of Minutes.

1. Approval of the minutes from the regular meeting held November 7, 2019.

D. Informational.

1. President's Report.
2. Report from the Chiefs.

E. Regular Business.

1. Consideration with possible action on request to approve the Police Sergeant promotional list.
2. Consideration with possible action on request to approve the promotions to the rank of Police Sergeant. 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.
3. Consideration with possible action on the following communications:
 - a. Budget Status Report

- b. Budget Spreadsheet
- 4. Consideration with possible action on request to approve the monthly bills.
- 5. Set date of next meeting.

F. Adjournment.

G. Public Hearings.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Police and Fire Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



MINUTES OF THE POLICE AND FIRE COMMISSION

**THURSDAY, NOVEMBER 7, 2019, 4:15 PM
CITY HALL, ROOM 310**

A. ROLL CALL.

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

Others Present: Fire Chief David Litton, Police Commander Kevin Warych, Police Lieutenant Jody Buth, HR Generalist Jennifer Smits and others.

B. APPROVAL OF THE AGENDA.

Commissioner Rod Goldhahn indicated that the agenda should be amended to include setting the date of the next meeting.

Moved by Commissioner Warren Wanezek, seconded by Commissioner Nancy Schopf to approve the agenda as amended. 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 October 3, 2019.

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

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

D. INFORMATIONAL.

1. President's Report.

Commissioner Rod Goldhahn shared positive comments regarding the ceremony on November 3, 2019 which honored four Fire Fighters who passed away decades ago due to cancer and acknowledged Fire Chief David Litton's efforts regarding cancer prevention for Fire Fighters. Commissioner Goldhahn also stated that he and Commissioner Nancy Schopf had the opportunity to sit on the interview panel for Police Captain and Police Sergeant. He was impressed by the number of candidates that participated and by the quality of the candidates.

2. Report from the Chiefs.

Fire Chief David Litton and Police Commander Kevin Warych reported on their respective department events and activities.

E. REGULAR BUSINESS.

1. Consideration with possible action on request to approve the Police Captain promotional list.

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

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

2. Consideration with possible action on request to approve the promotions to the rank of Police Captain. 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 Commissioner Vanya Koepke, seconded by Commissioner Marian Boyle-Rohloff to go into closed session. Motion carried.

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

Moved by Commissioner Nancy Schopf, 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, Commissioner Rod Goldhahn reported that the Commission approved the promotions of two candidates.

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

3. Consideration with possible action on the following communications:

a. Budget Status Report

Moved by Commissioner Marian Boyle-Rohloff, seconded by Commissioner Nancy Schopf to receive and place on file the budget status report and the budget spreadsheet. Motion carried.

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

b. Budget Spreadsheet

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

Moved by Commissioner Marian Boyle-Rohloff, seconded by Commissioner Vanya Koepke to approve the monthly bills. Motion carried.

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

5. 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 Commissioner Warren Wanezek, seconded by Commissioner Marian Boyle-Rohloff to go into closed session. Motion carried.

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

Moved by Commissioner Nancy Schopf, seconded by Commissioner Marian Boyle-Rohloff 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, Commissioner Rod Goldhahn reported that the Commission reviewed three Patrol Officer candidate background investigations. Two candidates requested removal from the list.

Moved by Commissioner Vanya Koepke, seconded by Commissioner Nancy Schopf to approve. Motion carried.

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

6. 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 one candidate was interviewed and will continue in the process.

F. PUBLIC HEARINGS.

G. ADJOURNMENT.

The next meeting of the Police and Fire Commission is scheduled for Monday, December 2, 2019 at 3:00 p.m.

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

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

MEMORANDUM



Human Resources Department

To: Police and Fire Commission

From: Jennifer Smits, PHR, SHRM-CP
Human Resources Generalist

Re: Police Department Sergeant Promotional List

Date: December 2, 2019

The promotional process for the Green Bay Police Department Sergeant promotional list is complete. Attached is an alphabetical list of candidates who successfully completed the process.

All three candidates successfully completed the four steps of the process; a written exam (weighted at 25%), an interview (weighted at 35%), a peer review (weighted at 25%) and a personnel file review (weighted at 15%). Candidates must have received a minimum score of 70% in each step of the process in order to be considered for promotion. Seniority points were added to the candidates' final scores by awarding one point for every three complete years of service.

This list will have an effective date of December 2, 2019 and will expire on December 2, 2020 at 12:00 a.m.

Recommendation:

I recommend that the attached Sergeant promotional list be approved and placed into effect December 2, 2019 through December 2, 2020 at 12:00 a.m.

City of Green Bay
Alphabetical Police Sergeant Promotional List

Jeremy Bilskey
Robert Ecke
Derek Wicklund
Phuechi Xiong

Adopted: December 2, 2019
Effective Date: December 2, 2019
Expires: December 2, 2020 at 12:00 a.m.

Rod Goldhahn
President
Police and Fire Commission

Nancy Schopf
Vice President
Police and Fire Commission



City of Green Bay

11/22/2019 11:42
haileyhe

City of Green Bay
YEAR-TO-DATE BUDGET REPORT

P
glytdbud 1

FOR 2019 11

ACCOUNTS FOR: 003 POLICE & FIRE COMMISSION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
52007 RECRUITING	24,500	24,500	14,743.25	2,475.00	.00	9,756.75	60.2%
TOTAL POLICE & FIRE COMMISSION	24,500	24,500	14,743.25	2,475.00	.00	9,756.75	60.2%

2019 POLICE & FIRE COMMISSION BUDGET

Account: 101003-52007 Recruiting

[illegible]

Prevea Health Occupational Health
PO Box 12734
Green Bay, WI 54307-2734
Phone: 920-405-1420
FEIN: 39-0817529

Invoice
October 31, 2019

Bill to: Peggy Barden
City of Green Bay - PPE
Human Resources Room 500
P.O. Box 23600
Green Bay, WI 54305-3600

For: City of Green Bay - PPE
co 10-19

Invoice # 124927

Proc Code	Date	Description	Qty	Charge	Receipt	Adjust	Balance
71046	10/24/2019	X-Ray chest PA/L:AT 2 view	1.00	94.00			94.00
81003	10/24/2019	Urinalysis Without Micro (u/a dip)	1.00				-
82DOM	10/24/2019	Health Study #2	1.00	20.00			20.00
84202	10/24/2019	Protoporphyrin; RBC	1.00	69.00			69.00
92552	10/24/2019	Audiometry Pure Tone	1.00	12.50			12.50
93000	10/24/2019	EKG w/interp	1.00	60.00			60.00
94016	10/24/2019	Pulmonary Funct. Test (Incl. Interp)	1.00	42.00			42.00
97750	10/24/2019	Back Screen level 4	1.00	45.00			45.00
HP4	10/24/2019	History & Physical	1.00	90.00			90.00
				432.50	0.00	0.00	432.50
71046	10/24/2019	X-Ray chest PA/L:AT 2 view	1.00	94.00			94.00
81003	10/24/2019	Urinalysis Without Micro (u/a dip)	1.00				-
82DOM	10/24/2019	Health Study #2	1.00	20.00			20.00
84202	10/24/2019	Protoporphyrin; RBC	1.00	69.00			69.00
92552	10/24/2019	Audiometry Pure Tone	1.00	12.50			12.50
93000	10/24/2019	EKG w/interp	1.00	60.00			60.00
94016	10/24/2019	Pulmonary Funct. Test (Incl. Interp)	1.00	42.00			42.00
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				432.50	0.00	0.00	432.50
71046	10/15/2019	X-Ray chest PA/L:AT 2 view	1.00	94.00			94.00
81003	10/15/2019	Urinalysis Without Micro (u/a dip)	1.00				-
82DOM	10/15/2019	Health Study #2	1.00	20.00			20.00
84202	10/15/2019	Protoporphyrin; RBC	1.00	69.00			69.00
86580	10/15/2019	Tuberculin Skin testing (PPD)	1.00	10.00			10.00
92552	10/15/2019	Audiometry Pure Tone	1.00	12.50			12.50
93000	10/15/2019	EKG w/interp	1.00	60.00			60.00
94016	10/15/2019	Pulmonary Funct. Test (Incl. Interp)	1.00	42.00			42.00
97750	10/15/2019	Back Screen level 4	1.00	45.00			45.00
HP4	10/15/2019	History & Physical	1.00	90.00			90.00
				442.50	0.00	0.00	442.50

APPROVED

Dated: 11/14/19
By: [Signature]

101003-52007 - \$1,307.50 Invoice # 124927 Balance Due:

1307.50

Cut and return with payment

Please place invoice number **124927** on check

Please remit **1,307.50** to

Prevea Health Occupational Health
PO Box 12734
Green Bay, WI 54307-2734
Phone: 920-405-1420

Prevea Health Occupational Health
PO Box 12734
Green Bay, WI 54307-2734
Phone: 920-405-1420
FEIN: 39-0817529

RECEIVED

NOV 05 2019

HUMAN RESOURCES

Invoice

October 31, 2019

Bill to: Peggy Barden
City of Green Bay - PPE
Human Resources
100 N Jefferson - Room 500
Green Bay, WI 54301

For: City of Green Bay - PPE
co 10-19

Invoice # 124832

Proc Code	Date	Description	Qty	Charge	Receipt	Adjust	Balance
80100	10/24/2019	Drug Screen 5 Panel <i>police pre-emp</i>	1.00	36.00			36.00
				36.00	0.00	0.00	36.00
80100	10/24/2019	Drug Screen 5 Panel <i>police pre-emp</i>	1.00	36.00			36.00
				36.00	0.00	0.00	36.00
71046	10/07/2019	X-Ray chest PA/L:AT 2 view	1.00	94.00			94.00
80100	10/07/2019	Drug Screen 5 Panel	1.00	36.00			36.00
81003	10/07/2019	Urinalysis Without Micro (u/a dip)	1.00				-
82DOM	10/07/2019	Health Study #2	1.00	20.00			20.00
84202	10/07/2019	Protoporphyrin; RBC	1.00	69.00			69.00
86580	10/07/2019	Tuberculin Skin testing (PPD)	1.00	10.00			10.00
92552	10/07/2019	Audiometry Pure Tone	1.00	12.50			12.50
93000	10/07/2019	EKG w/interp	1.00	60.00			60.00
94016	10/07/2019	Pulmonary Funct. Test (Incl. Interp)	1.00	42.00			42.00
97750	10/07/2019	Back Screen level 4	1.00	45.00			45.00
HP4	10/07/2019	History & Physical <i>police pre-emp</i>	1.00	90.00			90.00
				478.50	0.00	0.00	478.50
80100	10/15/2019	Drug Screen 5 Panel <i>police pre-emp</i>	1.00	36.00			36.00
				36.00	0.00	0.00	36.00
80100	10/18/2019	DOT 5 Panel	1.00	37.00			37.00
81003	10/18/2019	Urinalysis Without Micro (u/a dip)	1.00				-
92552	10/18/2019	Audiometry Pure Tone	1.00	12.50			12.50
97750	10/18/2019	Back Screen level 4	1.00	45.00			45.00
99173	10/18/2019	Titmus Vision Simple	1.00				-
99213	10/18/2019	DOT Examination <i>water pre-emp</i>	1.00	68.25			68.25
				162.75	0.00	0.00	162.75
80100	10/29/2019	DOT 5 Panel	1.00	37.00			37.00
81003	10/29/2019	Urinalysis Without Micro (u/a dip)	1.00				-
92552	10/29/2019	Audiometry Pure Tone	1.00	12.50			12.50
97750	10/29/2019	Back Screen level 4	1.00	45.00			45.00
99173	10/29/2019	Titmus Vision Simple	1.00				-
99213	10/29/2019	DOT Examination	1.00	68.25			68.25

Invoice # 124832 (continued) page 2

PPW
pre-emp.

				162.75	0.00	0.00	162.75
80100	10/15/2019	DOT 5 Panel	1.00	37.00			37.00
81003	10/15/2019	Urinalysis Without Micro (u/a dip)	1.00				-
92552	10/15/2019	Audiometry Pure Tone	1.00	12.50			12.50
97750	10/15/2019	Back Screen level 4	1.00	45.00			45.00
99173	10/15/2019	Titmus Vision Simple	1.00				-
99213	10/15/2019	DOT Examination	1.00	68.25			68.25
				162.75	0.00	0.00	162.75

PRE
pre-emp.

Invoice # 124832 Balance Due:

1074.75

101003-52007 - \$586.50 (PD)

101180-52006 - \$488.25

APPROVED

Dated: 11/14/19
By: Sarah [Signature]

Cut and return with payment

Please remit 1,074.75 to

Prevea Health Occupational Health
PO Box 12734
Green Bay, WI 54307-2734
Phone: 920-405-1420

Please place invoice number 124832 on check

Craig D. Childs, PhD, SC
385 Williamstowne
Suite 301
Delafield, WI 53018
(262)646-6404x116
childs@tyreandchilds.com
http://www.tyreandchilds.com

TYRE & CHILDS

PUBLIC SAFETY CONSULTATION

INVOICE

BILL TO

Ms. Jennifer Smits
City of Green Bay Police Department

INVOICE # 2477

DATE 11/07/2019

TERMS Due on receipt

DESCRIPTION	QTY	RATE	AMOUNT
New Hire Evaluation	4	495.00	1,980.00

Please make check out to: Craig D. Childs, PhD, S.C.

BALANCE DUE

\$1,980.00

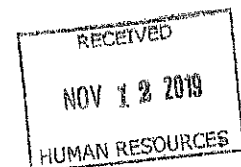
Please also indicate the invoice number on your
payment voucher.

Thank you.

APPROVED

Dated: 11/14/19

By: [Signature]



101003-52007 - \$1,980.00