



MINUTES OF THE POLICE AND FIRE COMMISSION

THURSDAY, APRIL 2, 2020, 10:30 AM

Telephonic Meeting of the Police and Fire Commission.

To listen to the meeting go to:

<https://www.youtube.com/CityofGreenBay>

A. ZOOM MEETING INFORMATION.

I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

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

Others Present: Fire Chief Andrew Litton, Police Chief Andrew Smith, Police Lieutenant Jody Buth, Police Officer Jessica Bahl, HR Operations Manager Melanie Falk, HR Generalist Jennifer Smits and others.

C. 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

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the regular meeting held March 2, 2020 and the minutes from the special meeting held March 24, 2020.

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

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

E. INFORMATIONAL.

I. President's Report.

President Rod Goldhahn thanked everyone for their efforts during these trying times in light of COVID-19, especially the Police and Fire Departments.

2. Report from the Chiefs.

Police Chief Andrew Smith and Fire Chief David Litton reported on their respective department events and activities.

3. 2020 Fox Valley Technical College Regional Fire Fighter hiring process.

Moved by Commissioner Nancy Schopf, seconded by Vanya Koepke to receive and place on file. Motion carried.

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

F. REGULAR BUSINESS.

I. Consideration with possible action on the following communications:

a. Budget Status Report.

Moved by Commissioner Warren Wanezek, 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.

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

a. No new bills received for the month of March.

3. Consideration with possible action on the voluntary removal of Patrol Officer candidate(s) from the eligibility list.

Moved by Commissioner Warren Wanezek, seconded by Commissioner Marian Boyle-Rohloff to approve the voluntary removal of 5 Patrol Officer candidates. 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 Commissioner Marian Boyle-Rohloff, seconded by Commissioner Nancy Schopf 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 Commissioner Nancy Schopf, seconded by Commissioner Vanya Koepke to return to regular order of business. Motion carried.

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

Out of closed session, President Goldhahn reported that the Commission reviewed 7 Patrol Officer candidate backgrounds. Five candidates were removed by the Commission and two candidates were approved to continue in the hiring process.

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

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

President Rod Goldhahn noted that Commissioner Boyle-Rohloff left the meeting during closed session due to an emergency situation at her church.

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.

The Commission conducted interviews with 2 Patrol Officer candidates.

6. Set date of next meeting.

The next meeting of the Police and Fire Commission is scheduled for May 7, 2020 at 3:00 p.m.

G. PUBLIC HEARINGS.

H. ADJOURNMENT.

Moved by Commissioner Warren Wanezek, seconded by Commissioner Nancy Schopf to adjourn. Motion carried.

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

VERBATIM MINUTES

- [Rod Goldhahn] Take a break when we get to the portion that he would be interested in being a part of, we can do that at that time. So are we ready to start Jen?
- [Jennifer Smits] Yes we are.
- [Rod Goldhahn] Okay. I'd like to call the Thursday, April second regular meeting of the Police and Fire Commission to order. Regular is a relative term as we are attempting to do this via Zoom, so I appreciate everyone's efforts to deal with this. I will ask the participants, or just remind them on the instructions that when you do speak, if you would state your name before speaking so that anyone listening to this outside will know who's speaking at the time. When we do votes, all the votes will be, any votes will be a roll call vote and we'll go from that. So, first roll call. Vice President Schopf?
- [Nancy Schopf] Here.
- [Rod Goldhahn] Commissioner Wanezek?
- [Warren Wanezek] Warren Wanezek here.
- [Rod Goldhahn] Commissioner Koepke?
- [Vanya Koepke] Here.
- [Rod Goldhahn] And again, Commissioner Boyle-Rohloff.
- [Marian Boyle-Rohloff] Here.
- [Rod Goldhahn] And I'm President Goldhahn, so all the commissioners are here. First we'll need an approval of the agenda. You should have received the agenda both emailed to you and hard copy, and had a chance to look at it. Is there a motion to approve?
- [Nancy Schopf] Nancy Schopf. I will move.
- [Rod Goldhahn] Move by Commissioner Schopf seconded by Commissioner Wanezek, any further discussion? Hearing none, all those in favor
- [Nancy Schopf] I.
- [Rod Goldhahn] Opposed?
- [Vanya Koepke] I.
- [Rod Goldhahn] Okay. For simple things like this I'll only make a roll call on more detailed motions. As long as we have unanimous consent here on the phone, I don't think it's necessary to go through roll call vote. Next we'll need approval of the minutes. You received two sets of minutes in your package, one from the meeting on March second, and then the special meeting on March 24th. Is there a motion to approve those minutes?

- [Warren Wanezek] Wanezek to a move
- [Rod Goldhahn] Move by Commissioner Wanezek. Is there a second?
- [Marian Boyle-Rohloff] Second.
- [Rod Goldhahn] Seconded by Commissioner Rohloff. Is there any further discussion or questions on those? Hearing none, all those in favor?
- [All] I.
- [Rod Goldhahn] Opposed? Okay we have a unanimous approval of the minutes. Informational items: I have nothing major to report other than thanking everyone for doing what you can during these trying times especially the police and fire departments and all the unique things you have to do in order to keep you members safe as well as the public safe; it's a part of that. So we'll go into the reports from the chiefs, Chief Smith?
- [Andrew Smith] Sure, thanks sir. Very quiet out there. Most people are compliant, you saw in the paper this morning that we had about 55 different complaints of people that weren't following the governor's orders. Been able to handle most of those with just you know, warnings or letting people know what the rules are and most people are very good about complying with that. Our crime continues to be very quiet, our calls for service are down 20 percent this week as you saw, I think I put that in my weekly update. We did have a homicide this week. Over on twelfth street, there was a body on the side of the road that someone reported. Our detectives are working continually on that and on the other two homicides. So we've had a total of three in a month which is highly unusual for Green Bay. All of them completely unrelated and all of them in different locations. None of them are connected to each other. Detectives are following up on really good leads so, I'm hoping for some kind of resolution on those hopefully quickly. As far as our response to the coronavirus, we have, we're looking at possibly moving to 12 hour shifts. That'll give us some time so that we can keep all our officers separated. Our research shows that most coronavirus infections are caused in the workplace by coworkers, not by people in the field, so we're trying to keep people out of the station as much as possible. Many of, in fact almost all of our civilians are working from home right now. Of course the detectives and the police officers have to be here. But we're doing everything we can to keep people working from home and we're gonna hopefully expand that by going to 12 hour shifts with our officers so that we'll have more separation from people and have more time off and we'll be able to hopefully keep our officers from getting sick and able to go out there and their work. So that would conclude my report unless you have any questions.
- [Vanya Koepke] Thank you.
- [Rod Goldhahn] Any questions for the chief? All right has Chief Litton joined us yet?
- [Jennifer Smits] We are just working on getting him the call-in information then he'll be joining us.
- [Rod Goldhahn] Okay then We'll hold for a minute.
- [Jennifer Smits] I think it may a few minutes.

- [Rod Goldhahn] Okay. Jen, any problem with me bypassing two and jump to the, part F?
- [Jennifer Smits] Um.
- [Rod Goldhahn] And then back-tracking?
- [Jennifer Smits] - Sure, I think that would be fine.
- [Rod Goldhahn] Okay. If we move on to item F which is our regular business, consideration with possible action, on the following communications, the budget status report, as you saw in your packet there was no spending in either department during the past month. So I will entertain a motion to receive those empty reports and place them on file.
- [Warren Wanezek] Wanezek to move.
- [Nancy Schopf] Second.
- [Rod Goldhahn] Moved by Commissioner Wanezek seconded by Commissioner Schopf. Any further discussion? Hearing none, all those in favor?
- [All] I.
- [Rod Goldhahn] Opposed? We unanimously passed. Next item is consideration with possible action on a request to approve the monthly bills. There were no bills received during this month so, that agenda item will be unnecessary. I will wait a few minutes for Chief Litton to join us.
- [Jennifer Smits] We do have Chief Litton here now.
- [Rod Goldhahn] Oh, great. Welcome, Chief.
- [David Litton] Good morning.
- [Marian Boyle-Rohloff] Good morning, Chief.
- [Rod Goldhahn] We are at the portion where we're ready for your report, Chief. And then to talk about the Fox Valley Tech hiring process.
- [David Litton] Fair enough. I don't have a ton to report other than we're very busy with the emergency operations center. We've had various people out there, I don't know, for the last three weeks. Assistant Chiefs Goplin and Gibbons both initially were there for the first two weeks really getting the county in order as far as procedures and directions on what they needed to be doing. So they spent a lot of time out there and even currently today they're alternating positions out there. We have some of our Battalion chiefs going out there, we've got some other staff members that have been assisting in communications and logistics and in the central warehouse, so we've been intimately involved in what's going on out there. Just once again, the county health department has lead on you know, our response to this pandemic we do not have our own city health department so therefore it falls to the county and we fall underneath them so we've been providing them support. And a couple

of good notes, we have been able to secure and acquire a lot more person protective equipment for fire EMS people and also some for the police department. And we continue to make purchases of that when we find available supplies so we're in a much better position today than we were two weeks ago and definitely better even longer than we were a week ago itself so, we currently have three people, three of our personnel in quarantine, two of them have received tests for COVID. One was directly, was one of the responders on the very first patient that we transported who ended up testing positive. We won't have those results back for four or five days but they are quarantined at home on COVID leave right now. So hopefully that'll come back negative, but we are testing them just to make sure. Just so that all of you are aware, since this all began we have transported 45 patients that had all the symptoms of the virus and right now I only know of two that ended up testing positive, so all our people you know, we've got protocol set in place at the dispatch centers so that our folks are being notified, but at this point, every single medical caller personnel are wearing full person protective gear and if it's a known case, it's full gear. So that would mean goggles, a respirator N-95 mask, a face shield or goggles, a gown, and gloves, so we put all that in place. We are currently every single morning, completely disinfecting the ambulances. We've hired a company to come in and spray down the ambulances with a solution that's not harmful, but kills the coronavirus. We're doing that first for the protection of our people who are inside these ambulances all day long, and secondly to protect the public that are being transported. As another way of protecting the public so that we don't community spread the virus. It has a price tag of about eight thousand dollars a month so we're not quite a month into it, but regardless of the cost it's something that we're gonna continue to do in order to protect our people and stop the spread. We have the ability to do that for the police department squads if they have anybody that's has the symptoms and or you know, comes back testing positive we can do their squads for them and we will do fire apparatuses as well. And finally, in the event that we have known cases, or if we have an exposure of any of our personnel that goes back to a fire station, we have a contract in place, again to completely disinfect and sanitize a complete fire station. We have not had to do that yet, but it is in place in case that we need to. But really we'll just, we did have a special meeting last week to approve the Battalion Chief lists, we have those two individuals. We may be putting them up earlier than I was thinking before. Just depending on how long this goes and what. We haven't made a decision on that, but as this thing, as this virus you know, as it ramps up, and we start to get into the surge, there may be need for them to fill in, both in the emergency operations center, and potentially in the ranks of the time chiefs. So I may be requesting that they be brought up early, but we're not at that point yet, so that'll conclude my report. Rod, if you can hear me, I know that you're talking but I can't hear you.

- [Rod Goldhahn] Oh, I'm sorry I had my microphone muted, I'm sorry. I asked if anyone had any further questions for the chief?

- [Vanya Koepke] No, thank you.

- [Marian Boyle-Rohloff] Yes, thank you.

- [Warren Wanezek] Just curious if that expenditure you were talking about, is that something you see that's outside of the budget? Is it something we have to do anything about at this point, or is that a future matter?

- [David Litton] It's definitely outside of the budget, it'll be something that we'll address down the road. I am confident that we'll be reimbursed 75 percent of that amount through the FEMA portal in the directions they have there. So we are tracking, that's one thing I should have mentioned, that we

are tracking any and all equipment, all supplies, which would include personal protective equipment for all of our personnel and all of our time is being tracked through our scheduling software and we're keeping spreadsheets on all of our expenses, so that when the time comes to submit that to the federal government for reimbursement, we'll have it all in one place. We've provided that guidance to all the other city departments as well. So every department is doing that. And in the end, when we get to the point where we can submit, we would get 75 percent back of the expenses.

- [Warren Wanezek] Great, thanks Chief.

- [Rod Goldhahn] Okay, thank you. Any other questions? All right thank you, Chief, for the report and for everything both departments are doing through this trying time. Next agenda item is the 2020 Fox Valley Tech original firefighter hiring process. There was a page in your information packet that described the process. Similar to ones we've used in the past. Chief, one question. Given the current situation, is the timeline looking to change? Or is Fox Valley making any changes in what they're doing as part of that process in light of the COVID-19 issue?

- [David Litton] Not currently. You know, the process usually the applications usually open up generally end of May, first part of June. And then they don't start doing the physical aptitude tests until July, August in that time frame. So it may get pushed back. At this point we don't have any further direction on that just it's really gonna be dependent upon when we get past this and if the safer-at-home is lifted and so forth so it's possible it'll get pushed back but there is no plan at this point.

- [Rod Goldhahn] Okay. And just for the group, this is our normal process so no vote is required to approve anything, we're just doing what is already been approved a few years back for the first time.

- [Jennifer Smits] Rod, I wonder if we should have a motion to receive and place on file?

- [Rod Goldhahn] Ah, that's a good suggestion. I will entertain a motion to receive that process report and place on file.

- [Nancy Schopf] Schopf to move.

- [Vanya Koepke] Move.

- [Rod Goldhahn] Move, I got two motions. Move by Commissioner Schopf, seconded by Commissioner Koepke. Is that accurate?

- [Nancy Schopf] Yes.

- [Vanya Koepke] Yes.

- [Rod Goldhahn] All right. Any further discussion? Hearing none, all those in favor to receive the report and place on file? Say I.

- [All] I.

- [Rod Goldhahn] Opposed? Okay unanimous consent of that. Then Chief Litton, we covered the other items before you arrived on the call so at this point we're at the point of the agenda where we're getting ready to go into close session to do the patrol officer interviews. So I'm sure you have plenty to do to keep you busy, so if you'd like to exit the call, we'd like to thank you for your time, and for everything you're doing for the community.
- [David Litton] Absolutely. Thanks everybody. Have a good day, stay healthy.
- [Warren Wanezek] Thank you, Chief.
- [Jennifer Smits] Bye.
- [David Litton] Bye.
- [Rod Goldhahn] So we're at agenda item four and five these are both close session items so we will do one close session vote. For each item I will read the close session notice for each and we'll do one vote and then we'll... and do the report. I will give two separate reports.
- [Jennifer Smits] Rod, I think we missed number three.
- [Rod Goldhahn] Yes, Jen?
- [Jennifer Smits] I think we missed number three.
- [Rod Goldhahn] No, we talked about that since there were no bills, there's nothing to deal with. Oh, oh three, okay I'm sorry.
- [Jennifer Smits] Maybe my numbering is off, but-
- [Rod Goldhahn] Yeah well the print was so small I didn't notice that, I'm sorry.
- [Jennifer Smits] Okay. That's okay.
- [Rod Goldhahn] Consideration with possible action on the voluntary removal of patrol officer Kanetz from the eligibility list. Oh I had that on my list to do in close session but we can do that now.
- [Jennifer Smits] Okay.
- [Rod Goldhahn] We had three candidates that have asked to be removed from consideration. And those three were in your information packet. So is there a motion to remove those from consideration?
- [Warren Wanezek] Wanezek to a move.
- [Marian Boyle-Rohloff] Second.

- [Rod Goldhahn] Moved by Commissioner Wanezek, seconded by Commissioner Rohloff. Any further discussion? Hearing none, all those in favor of removing those three candidates signify it by saying I.

- [All] I.

- [Rod Goldhahn] Okay, we have unanimous... All those opposed, no? Okay we have a unanimous agreement to accept those removal of those three candidates. Sorry, Jenn. These old eyes didn't recognize the small print.

- [Jennifer Smits] That's okay.

- [Rod Goldhahn] Okay, now we'll go into items four and five. Item to do a patrol officer candidate backgrounds. The commission may convene in close session, pursuant to sections 19.85. Paragraph one sub.... Inept to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body and its jurisdiction are exercised responsibility. The commission may thereafter reconvene in open session pursuant to section 19.85 paragraph two, Wisconsin Statutes, to report the results of the close session and consider the balance of the agenda. And item five is interviews with patrol officer candidates. Please take note that pursuant to section 19.85 paragraph one sub C and F Wisconsin Statutes, the commission may convene in close session for the purpose of interviewing, evaluating, and considering employment of patrol officer candidates. Is there a motion to go into a close session?

- [Marian Boyle-Rohloff] Move.

- [Rod Goldhahn] Moved by Commissioner Rohloff. Is there a second?

- [Nancy Schopf] Second by Schopf.

- [Rod Goldhahn] Seconded by Commissioner Schopf. Any further discussion? Hearing none, all those in favor?

- [All] I.

- [Rod Goldhahn] Opposed? There's unanimous consent to go into close session so at this point we are in close session.

- [Jennifer Smits] Okay this'll just take over then. Okay. Can everyone hear me? Hi, this is Jen.

- [Warren Wanezek] I can't hear you.

- [Rod Goldhahn] Hi, Jen.

- [Jennifer Smits] Hi, can you hear me?

- [Vanya Koepke] Yes.

- [Warren Wanezek] I can't hear.

- [Jennifer Smits] Can you hear me now?
- [Vanya Koepke] Yes.
- [Rod Goldhahn] Can you hear me, Warren?
- [Warren Wanezek] Yeah, loud and clear.
- [Rod Goldhahn] Okay. Then why don't we go ahead? We're back in open session. Correct, Jenn?
- [Jennifer Smits] Yes we are.
- [Rod Goldhahn] Okay. While in close session, we identified five candidates who self-withdrew from the process. We reviewed another seven candidates background. Five of those we chose to discontinue in the process. We interviewed two candidates, and chose to continue both of those candidates in the hiring process. And it was unanimous consent of the commissioners to do that. With that, the next agenda item is to set the date of the next meeting. Our ordinary time would make that May seventh. So why don't, I'll ask the commissioners to hold that time as our regular meeting at 3:00 PM on the seventh and if things change and we're asked to meet earlier or if we have no reason to meet, we'll make folks aware of that. Is everybody okay with that date?
- [Nancy Schopf] Yes I am.
- [Vanya Koepke] Sounds like a plan.
- [Rod Goldhahn] Okay. Oh I should add, too, for the record that Commissioner Boyle-Rohloff had to leave while we were in close session due to an emergency situation at her church. The next item is public hearings. We have no public hearings scheduled so we move on to an adjournment. So is there a motion to adjourn?
- [Warren Wanezek] Move by Wamezek.
- [Rod Goldhahn] Moved by Commissioner Wamezek. Is there a second?
- [Nancy Schopf] Second.
- [Rod Goldhahn] Seconded by Commissioner Schopf. Any further discussion? Hearing none, all those in favor?
- [All] I.
- [Rod Goldhahn] Oposed? We have unanimous consent to adjourn. We are adjourned. So Jenn let us know when the...