



MINUTES OF THE POLICE AND FIRE COMMISSION

THURSDAY, DECEMBER 2, 2021, 4:00 PM
Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

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

B. ROLL CALL.

Present: Marian Boyle-Rohloff, Rod Goldhahn, Ed Dorff, Rashad Cobb, Excused: Melissa Cheslock

Others Present: Police Chief Chris Davis, Police Captain Ben Allen, Police Lieutenant Jody Buth, HR Generalist Jen Smits and others.

C. APPROVAL OF THE AGENDA.

Moved by Commissioner Ed Dorff, seconded by Commissioner Marian Boyle-Rohloff to approve. Motion carried.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Rashad Cobb, Ed Dorff, No- None, Abstain- None

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the regular meeting held September 2, 2021 and the special meetings held September 23, 2021 and October 28, 2021.

Moved by Commissioner Rashad Cobb, seconded by Commissioner Ed Dorff to approve. Motion carried.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Rashad Cobb, Ed Dorff, No- None, Abstain- None

E. INFORMATIONAL.

1. President's Report.

President Goldhahn commented on the recent swearing-in ceremony for 5 new Patrol Officers and that it was nice to be there in person.

2. Report from the Chiefs.

Police Chief Davis provided the Commission with an update on the Police Department's activities. Fire Chief Litton was unable to attend due to being en route from Fire Fighter interviews.

F. REGULAR BUSINESS.

1. Consideration with possible action on the following communications:

a. Budget Status Report.

Moved by Commissioner Marian Boyle-Rohloff, seconded by Commissioner Ed Dorff to receive and place on file the budget status report and the budget spreadsheet.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Rashad Cobb, Ed Dorff, No- None, Abstain- None.

b. Budget Spreadsheet.

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

Moved by Commissioner Marian Boyle-Rohloff, seconded by Commissioner Rashad Cobb to approve. Motion carried.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Rashad Cobb, Ed Dorff, No- None, Abstain- None

3. Consideration with possible action on request to approve the Police Sergeant promotional process.

Moved by Commissioner Marian Boyle-Rohloff, seconded by Commissioner Ed Dorff to approve. Motion carried.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Rashad Cobb, Ed Dorff, 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 Rashad Cobb, seconded by Commissioner Ed Dorff to go into closed session for items #4 and #5. Motion carried.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Rashad Cobb, Ed Dorff, No- None, Abstain- None

Moved by Commissioner Ed Dorff, seconded by Commissioner Marian Boyle-Rohloff to return to

regular order of business. Motion carried.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Rashad Cobb, Ed Dorff, No- None, Abstain- None

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

Moved by Commissioner Marian Boyle-Rohloff, seconded by Commissioner Ed Dorff to approve. Motion carried.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Ed Dorff, 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.

The Commission conducted interviews with two Patrol Officer candidates.

6. Set date of next meeting.

The next meeting of the Police and Fire Commission is tentatively scheduled for January 6, 2022, unless a different date is needed for the purpose of conducting interviews with Patrol Officer candidates.

G. PUBLIC HEARINGS.

H. ADJOURNMENT.

Moved by Commissioner Marian Boyle-Rohloff, seconded by Commissioner Ed Dorff to adjourn. Motion carried.

Yes- Marian Boyle-Rohloff, Rod Goldhahn, Ed Dorff, No- None, Abstain- None

VERBATIM MINUTES

- All right. Welcome to the December 2nd regular meeting of The Police and the Fire Commission. We'll begin with the roll call. Vice-President Boyle-Rohloff.

- Here

- Commissioner Cobb.

- Here

- Commissioner Dorff.

- Here. and Commissioner Cheslock is excused. I'm Commissioner Goldhahn Next agenda item is the approval of the agenda. You received that both emailed and in the packet that was delivered. There are no

- Motion to approve.

- Motion to approve, is there a second?

- Second

- Motion by Commissioner Dorff. Second by Commissioner Boyle-Rohloff. Any further discussion? Hearing none. All those in favor.

- Aye.

- Aye.

- Any opposed? Next item is approval of the minutes. There were several minutes contained in your package. The first one was from the regular meeting held December 2nd, and then the special meetings of September 23rd and October 8th for interviews. I'll entertain a motion to approve if there are no changes to those.

- Motion to approve. Motion by Commissioner Cobb.

- Second

- Seconded by Commissioner Dorff. Any further discussion? hearing none. All those in favor.

- Aye.

- Aye.

- Are there any opposed? Okay, we have approval of the minutes. President's report, we had a swearing in at the Police Department on Monday. It was great to be back in person doing those things. We have 5 new officers and at least I think 2 more coming up in another couple of weeks and maybe more. So that's good to get back in in doing those face-to-face again. and get some more staffing lined up for the Police Departments and with that, Chief Davis.

- Well thank you. I don't have a whole lot to report. But, on the hiring front as President Goldhahn mentioned, we swore in five new Police Officers on Monday, which brings us to 179 sworn employees in the Police Department. Unfortunately, we have three retirements happening on December 17th, which will bring us down to 176. But then we are anticipating at this point 3 new hires on December 20th. Which, would bring us up to 179. And so we'll need to continue our recruiting efforts well into the new year. So that we can get up to full strength. Obviously, one of my priorities is to get us to as close to full hiring strength as we can, because going into next year's budget discussion, We want to at least have the vacancies filled that we have. And then we're going to be doing a lot of work over the coming year in preparation for budget season next year to look at performance measures. And make a really good business case for council as to what we think that our resource levels ideally should be. Understanding that resources are tight throughout the city. And we have to live within our means.

- Chief, Remind us what is full strength? What would full strength be? Number.

- That's 187 sworn.

- 187

- Yeah

- Okay

- Right, so we've got 8 vacancies now with these 3 retirements. That'll put us down to 11 vacancies. but if we get these 3 new hires, we'll be back up to eight. But then, you know, into 2022, there's always the potential for unexpected turnover in terms of retirement or other separations. And then another thing that I just like to try to put on everybody's radar is there's the total number of sworn Officers, but I think it may be helpful hopefully just to touch briefly on the number of deployable Officers. So, right now we have 7 Police Officers in field training status. which means they are not fully deployable as Independent Workers out in the field. We anticipate 2 of those Officers coming off of field training in December and becoming fully deployable. And then 1 in January. 3 in March and 2 in April if everything goes according to plan with field training. So, that gives you a sense of, you know, not only are we dealing with around 11 vacancies, once we have these retirements or, you know, somewhere between 9 and 11 vacancies, depending on how hiring goes, but then we're another 7 Officers in the whole right now. just training up new hires.

- Is that field training period, is that set a set standard for everybody? or does it vary based on the experience of the officers coming in?

- I'll defer a little bit to Jody and Ben for fine details on that. My understanding is that it, there can be some variance in it. but in general it's safe to assume that when we hire a new person, it's about a year before they're fully deployable.

- That that that's correct. We usually, what we do is if they come, if they have a lot of experience at another organization, we typically what happens is if they're from outside the area, it takes a little bit longer because they need to learn, you know, the, the jurisdiction, they need to learn their way around the city. However, if they're from the area here, let's say Brown County to that type of thing, they usually pick it up pretty quick and we end up, trying to shorten up their training period a little bit based on what their level is. And usually we go on the recommendation of their FTO.

- Okay, thanks.

- Okay, I'll go ahead and go on with the agenda. And when Chief signs in we'll let him give his report. Next business item was the Budget Status Report and the Budget Spreadsheet. In Fire, there was no new spending. and Police there was \$449 for pre-employment physicals. Any questions? Those items, all right. I'll entertain a motion to receive those and place on file.

- Moved

- Moved by Commissioner Boyle-Rohloff

- Second

- Seconded by Commissioner Dorff. Any further discussion? Hearing none. All those in favor to receive the Budget Status Report and budget spreadsheet and place on file signify by saying aye.

- Aye.

- Aye.

- Any opposed? All right And then there were a number of bills all relating to physicals, background checks and employment advertisement. Any questions on any of the bills? If Not, I'll entertain a motion to authorize payment.

- Moved

- Moved by Commissioner Boyle-Rohloff.

- Second

- Second by Commissioner Cobb, further discussion. hearing none. All those in favor.

- Aye.

- Any opposed? Alright. The next item is A Consideration with Possible Action on the request to approve the Police Sergeant promotional process. In your packet, is a one pager from the Chief indicating the proposed plan for that. Chief, Is that any different than our current process?

- Paging my way to that, I don't believe so. No, I think we,

- Oh, Thank you. We do want to make some modifications to the written test. Just to make sure that's updated and makes sense.

- Okay.

- And the, the assessment method is actually set forth in the labor agreement. So, that's been bargained the different components of that process.

- Okay. Any other questions? If not, I'll entertain a motion to approve. So moved. Moved by Commissioner Boyle-Rohloff.

- Second.

- Was that Ed or Rashad?

- Either one. I'll second it

- Okay. I'll give it back to Commissioner Dorff. Further discussion, hearing none. All those in favor?

- Aye.

- Aye. Any opposed? All right. And so that will start up right after the first of the year. Correct. Do we have current people on the list now? Or have we promoted all of them that were.

- Yeah, there's nobody left on the eligibility list at this point And we do anticipate some turnover at ranks, that will trickle up. So no direct turnover anticipated of Sergeants, but Captains, Lieutenants in that time. So this is an anticipation of vacancies.

- Okay, All right. Okay, The next two items on the agenda are closed session items. There are two separate items. So I will read both of them. We'll go into one closed session. Complete both of those. And then coming out of closed session I'll report separately on the two. First item is Consideration with Possible Action on or excuse me, Consideration with Possible Action on the review of Patrol Officer candidate backgrounds. The commission making meetings 19.85 paragraph 1, sub 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 at open session pursuant to section 19.85 paragraph 2 Wisconsin statutes to report the results of the closed session and consider the balance of the agenda. The next item is interviews with Patrol Officer candidates. Please take note that pursuant to sections 19.85 paragraph 1, sub C and F, Wisconsin statutes, the commission may convene in closed session for the purpose of the interviewing, evaluating and considering employment of Patrol Officer candidates. Do we have a motion to go into closed session?

- Motion, to go into closed session.

- Motion by Commissioner Cobb.

- Second.

- Second by Commissioner Dorff. Any further discussion? Hearing none. All those in favor. Aye. Aye. Any opposed? Okay, We are in closed session. Right, we're back in open session. While in closed session, we reviewed the backgrounds of three candidates. We chose to reject one candidate from continuing. continuing in the process. And then we conducted interviews with two candidates and chose to continue both of those in the hiring process. So I will entertain a motion to solidify that.

- Moved

- Moved by Commissioner Rohloff

- Second

- Second by Commissioner Dorff, any further discussion. Hearing none. All those in favor

- Aye.

- Aye Any opposed? All right, we have unanimous. Alright. Next agenda item is setting the date of the next meeting. Our next normal day would be January 6th. So I guess we'll tentatively block that

in as the date. And then if Jody, if you and Ben, if you have other interviewers, interviews to do or that say we should move it up or move it back, go ahead and do then.

- I'll be out of town or in transit then.

- Okay. Do you want to pick another date now? Or you just want to go with the assumption that we will likely move in any way to fit in with candidate interviews

- yeah, that's fine.

- Okay. All right, We'll do that. There are no public hearings. again reminder we're scheduled next Thursday and the following Monday for Firefighter interviews. With that, I'll entertain a motion to adjourn.

- Moved to adjourn. by Commission Boyle-Rohloff Secondly, by Commissioner Dorff. All those in favor.

- Aye.

- Aye.

- Any opposed? All right, We're adjourned, Thank you all.