



MINUTES OF THE POLICE AND FIRE COMMISSION

THURSDAY, DECEMBER 1, 2022, 8:00 AM

In person at City Hall, Room 310.

Virtual attendance also available via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

B. ROLL CALL.

Present: Rod Goldhahn, John Laux, Rashad Cobb

Excused: Ed Dorff, Marian Boyle-Rohloff

Others Present: Fire Chief David Litton, Police Chief Chris Davis, Assistant Fire Chief Ryan Gibbons, Human Resources Generalist Jen Smits, Human Resources Manager Melanie Falk and others.

C. APPROVAL OF THE AGENDA.

Moved by John Laux, seconded by Rashad Cobb to approve the agenda.

Motion Passed.

Yes- Rod Goldhahn, Rashad Cobb, John Laux, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the regular meeting held November 7, 2022 and the special meeting held November 10, 2022.

Moved by John Laux, seconded by Rashad Cobb to approve.

Motion Passed.

Yes- Rod Goldhahn, Rashad Cobb, John Laux, No- None, Abstain- None.

E. INFORMATIONAL.

1. President's Report.

There was no report from the President.

2. Report from the Chiefs.

Police Chief Chris Davis and Fire Chief David Litton reported on their respective department events and activities.

F. REGULAR BUSINESS.

1. Consideration with possible action on the following communications:

a. Budget Status Report.

Moved by John Laux, seconded by Rashad Cobb to receive and place on file the budget status report and budget spreadsheet.

Motion Passed.

Yes- Rod Goldhahn, Rashad Cobb, John Laux, No- None, Abstain- None.

b. Budget Spreadsheet.

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

Moved by John Laux, seconded by Rashad Cobb to approve.

Motion Passed.

Yes- Rod Goldhahn, Rashad Cobb, John Laux, No- None, Abstain- None.

3. Continued deliberation and evaluation of Fire Chief candidates. The Commission may convene in closed session pursuant to Sections 19.85(1) (c), Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data over 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.

Moved by Rashad Cobb, seconded by John Laux to enter closed session for items #3 and #4.

Motion Passed.

Yes- Rod Goldhahn, Rashad Cobb, John Laux, No- None, Abstain- None.

Moved by John Laux, seconded by Rashad Cobb to return to regular session.

Motion Passed.

Yes- Rod Goldhahn, Rashad Cobb, John Laux, No- None, Abstain- None.

Out of closed session, President Goldhahn reported that the Commission completed deliberation and evaluation of Fire Chief candidates and the Commission expects to make an announcement early

in the week of December 5th. The Commission also conducted interviews with four Fire Fighter candidates.

Moved by Rashad Cobb, seconded by John Laux to approve. Motion carried.

Yes- Rod Goldhahn, Rashad Cobb, John Laux, No- None, Abstain- None

4. Interviews with Fire Fighter 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 Fire Fighter candidates.

G. PUBLIC HEARINGS.

H. ADJOURNMENT.

Moved by John Laux, seconded by Rashad Cobb to adjourn.

Motion Passed.

Yes- Rod Goldhahn, Rashad Cobb, John Laux, No- None, Abstain- None.

VERBATIM MINUTES

- [Announcer] Progress.

- [Rod] All right, good morning everyone, and welcome to the Thursday, December 1st regular meeting of the Police and the Fire Commission. And we'll start with roll call. Let the record show Commissioners Cobb, Laux, and Goldhahn are present. Commissioners Dorff and Boyle-Rohloff are excused. You received the agenda in the mail and also yesterday, so if there are no questions, I'll ask for a motion to approve.

- [John] Motion to approve.

- [Rashad] Second.

- [Rod] Motioned by Commissioner Laux, second by Commissioner Cobb. All those in favor?

- [John] Aye.

- [Rashad] Aye.

- [Rod] Any opposed? All right, they are approved. Having the approval of minutes. We have two sets of minutes to approve that were in your packet. The minutes from the regular meeting on November 7th and the special meeting of November 10th.

- [John] Motion to approve.

- [Rod] Motion by Commissioner Laux.

- [Rashad] Second.

- [Rod] Second by Commissioner Cobb. Any discussion? Hearing none, all those in favor?

- [John] Aye.

- [Rashad] Aye.

- [Rod] Any opposed? All right, those are passed. Informational. President's report. I don't have anything new to report, so we'll go right in to the Chief's.

- [Chief Davis] Well good morning. On the hiring front in the police department we have good news. We are on track to be at full sworn strength of 187 officers by the end of December. On the less good news side obviously we anticipate some budget pressure as a result of this because we won't have salary savings to cover overtime expenses like we have in the past. And we will have about 20 or 21 officers in some phase of initial training and not fully deployable. So, I put in a request to the finance committee for ARPA funds for one time, contingency funded over hire authorization, up to six positions for 2023. We anticipate six retirements that we know of. Obviously we could have more departures than that or fewer but we anticipate six departures in 2023. So the idea would be to try to get those over hire people hired as early in the year as we can and then we've at least got them part of the way trained when people leave later in the year to try to smooth out this roller coaster cycle that we see of lots of hiring and having all these people in the initial training pipeline at once over time. And that is pretty much it for us.

- [John] How are you surviving on FTOs?

- [Chief Davis] There is a lot of strain on FTOs and we've we just did a school a few months ago and trained up a bunch more, but our FTOs are gonna be very busy for the foreseeable future.

- [Rod] Are you doing okay with people being interested in the role?

- [Chief Davis] Yeah, we are. Yeah, so far we don't have a shortage.

- [Rod] Any other questions for Chief Davis? All right. Chief Litton.

- [Chief Litton] Good morning. Just a few things. So Battalion Chief Chad Bronkhorst has been on the job now I think about five months, four to five months now. Assimilating into his role very well, is doing excellent work and I think we've made another good choice there. So don't anticipate any problems going forward with him. But it's always a transition going from the floor and into a command level position and management position, I guess I'll call it, within the department. But he's doing really, really well. At the end of the year, we're gonna have 15 vacancies. Known vacancies between your retirements and the three positions that we have open currently. And there'll be seven additional positions that were authorized by council in the budget for 23 giving us a total of 22. So obviously the commission is in the middle of doing interviews for those positions. I would just going forward, and we did a hiring process through Chippewa Valley, this year, technical college that proves to be a little bit more flexible as far as being able to get recruits into that process throughout the year versus one time in Fox Valley. So I would just urge the commission to keep that in mind going forward, that you may want to do both of those processes just because of the amount of people that

over the next several years we're gonna be needing in a department. I think that we'll probably have, besides the ones that you have this morning to interview, there probably will be three or four more coming up here very shortly. Just to make sure that we have enough candidates to fill the 22 positions for next year. And again, I believe that we don't have it completely outlined yet but we're looking at potentially starting a group of 11 and a group of 11 four weeks apart because of the training academy. Just almost impossible to get 22 people through and make sure that you're doing all the stuff out in the field that needs to be done with them.

- [John] And that's your internal academy?

- [Chief Litton] That's our internal academy that runs anywhere from eight to 11 weeks, depending again on on the experience in the pool. And so our training staff's working on that right now. We'll have that lined up by the end of the month, but it's more than likely looking like it's gonna go 11 11 with a four week split into things. So just be aware of that. I also would make one other recommendation going forward until the cycle turns here again, is the commission may want to consider some lateral transfer thought process. You know, from other departments bringing in guys that are experienced from throughout our area of the state. We're a very attractive department to work for and you know it's a way to bring in, I think people, you know, directly that have experience and that could fit into our department. Again, going through maybe a shortened version of our academy to get him on the street. So that's just kind of the, you know, long term look. That's really all I have. It's my last meeting with the commission, my last regular meeting. I'll put it that way. I want to thank you guys for all your support for the last nine and a half years.

- [John] I appreciate.

- [Chief Litton] I appreciate everything you guys do.

- [Rod] Thank you for making us heroes 10 years ago.

- [John] Yeah.

- [Chief Litton] Yeah?

- [Melanie Falk] Yes.

- [Chief Litton] Flies by!

- [Rod] Yes, it does. AllRight? Any other questions?

- [John] Nope.

- [Rod] Does our transfer and pay policy in the city allow for transfers or there have to be some changes there?

- [Jennifer Smits] It does for pay.

- [Melanie Falk] Right.

- [Jennifer Smits] Not for vacation.
- [Rod] Okay.
- [Chief Litton] And we do it at the police department so I can't imagine it would be too much to write up something for the fire department.
- [Melanie Falk] Right, right.
- [Chief Litton] Yeah, they'd have to be some internal discussions with the union.
- [Melanie Falk] With the union.
- [Chief Litton] You know, regarding that. But that's not something that can't be overcome.
- [Melanie Falk] Yeah.
- [Rod] Okay. Alright. Regular business consideration with possible action on the budget status report and the budget spreadsheet. Both of those for in your packets like typical hiring processes. Any questions or wishes with any of those? If not, I will entertain a motion to receive those and place on file.
- [John] Motion to receive.
- [Rod] Okay. We have a motion by commissioner Laux.
- [Rashad] Second.
- [Rod] Second by commissioner Cobb. Further discussion? Hearing none. All those in favor?
- [John] Aye.
- [Rashad] Aye. Any opposed? All right. We receive those in place on file. And consideration with possible action to approve monthly bills. Those also in your packet.
- [John] Motion to approve.
- [Rod] Any questions? Motion to approve by commissioner Laux.
- [Rashad] Second.
- [Rod] Seconded by commissioner Cobb. Any further discussion? Hearing none. All those in favor?
- [John] Aye.
- [Rashad] Aye.

- [Rod] Any opposed? Bills are paid. The next two items are closed session items. So I will go through one closed session reading we'll go into one closed session. We'll cover both those items during the closed session and then I'll report separately on those coming out of closed session. The first is continued deliberation and evaluation of the fire chief candidates. The commission may convene a closed session pursuant to sections 19.25, paragraph one sub C and F Wisconsin statutes to consider employment promotion compensation, or performance evaluation at over any public employee over which the governmental body has jurisdiction or exercise responsibility. The commission may thereafter reconvene an open session, pursuant to sections 19.85, paragraph two, Wisconsin statutes to report the results of the closed session. The second closed session item is item four interviews with firefighter candidates. Please take note that pursuant to sections 19.85, paragraph one sub C and F, Wisconsin statutes, the commission may convene a closed session for the purpose of interviewing, evaluating and considering employment of firefighter candidates. Is our motion to go into close session for those two?

- [Rashad] Motion.

- [Rod] Motioned by commissioner Cobb.

- [John] Second.

- [Rod] Seconded by commissioner Laux. All those in favor?

- [John] Aye.

- [Rashad] Aye.

- [Rod] Any opposed? We are in closed session. Gentlemen, thank you.

- [Chief Litton] Absolutely.

- [Chief Davis] See you everybody.

- [Rod] We'll watch for...

- [Announcer] Recording in progress.

- [John] It's like that kid you recorded.

- [Rod] Yeah. The recording in progress voice.

- [Announcer] In progress.

- [Rod] All right, we are back in open session. While in closed session, we completed the agenda items three and four of our agenda. Three dealt with the deliberation and evaluation of fire chief candidates. That was completed and we would expect to have an announcement sometime early next week. Item four, we completed interviews with four additional firefighter candidates. So we will combine that with the six that we did yesterday for continuation of the process and I'll ask for a confirmation of that report.

- [Rashad] Confirm
- [Rod] Motion by Commissioner Cobb.
- [John] Second.
- [Rod] Seconded by Commissioner Laux. Any further discussion? Hearing none. All those in favor?
- [John] Aye.
- [Rashad] Aye. Any opposed? All right. That's the report. There are no public hearings. I'll entertain a motion to adjourn.
- [John] Motion to adjourn.
- [Rashad] Second.
- [Rod] We have a motion and a second to adjourn. All those in favor?
- [Rashad] Aye.
- [John] Aye.
- [Rod] Any opposed? Alright, we are adjourned.
- [Announcer] Recording stopped.