



AGENDA OF THE POLICE AND FIRE COMMISSION

THURSDAY, SEPTEMBER 5, 2024, 3:00 PM

In person at City Hall, Room 310.

Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/88991125727?pwd=cWEyNUd5dHZaNHhIWfVFMW9oWXRTQT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 889 9112 5727

Passcode: 109101

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

- I. Approval of the minutes from the regular meeting held August 1, 2024 and the special meeting held August 14, 2024.

E. Informational.

1. President's Report.
2. Report from the Chiefs.
3. 2024 Battalion Chief Promotional Process.
4. Police Department Detective Promotional Process.

F. Regular Business.

1. Consideration with possible action on the following communications:
 - a. Budget Status Report.
 - b. Budget Spreadsheet.
2. Consideration with possible action on request to approve the monthly bills.
3. Consideration with possible action to approve the 2024 Fire Fighter Hiring Process.
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.
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.

G. Adjournment.

- 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, AUGUST 1, 2024, 3:00 PM
AMENDED**

**In person at City Hall, Room 310.
Virtual attendance also available via Zoom.**

A. ZOOM MEETING INFORMATION.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/88991125727?pwd=cWEyNUd5dHZaNFhIWfVFMW9oWXRTQT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 889 9112 5727

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B. ROLL CALL.

Present: Rod Goldhahn, Rashad Cobb, Ed Dorff

Excused: Marian Boyle-Rohloff, John Laux

Others Present: Fire Chief Matthew Knott, Battalion Chief Ray Fuiten, Police Chief Chris Davis, Police Commander Rick Belanger, Police Officer Kyle Harnish, HR Generalists Hailey Heath and Jen Smits, and others.

C. APPROVAL OF THE AGENDA.

Moved by Commissioner Ed Dorff, seconded by Commissioner Rashad Cobb to approve.
Motion passed.
Yes- Rod Goldhahn, Rashad Cobb, Ed Dorff, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the regular meeting held June 6, 2024, and the special meeting held July 11, 2024.

Moved by Commissioner Ed Dorff, seconded by Commissioner Rashad Cobb to approve.
Motion passed.
Yes- Rod Goldhahn, Rashad Cobb, Ed Dorff, No- None, Abstain- None.

E. INFORMATIONAL.

1. President's Report.

President Goldhahn had nothing to report.

2. Report from the Chiefs.

Fire Chief Matthew Knott and Police Chief Chris Davis provided an update 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 Commissioner Ed Dorff, seconded by Commissioner Rashad Cobb to receive and place on file the budget status report and the budget spreadsheet.
Motion passed.
Yes- 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 Ed Dorff, seconded by Commissioner Rashad Cobb to approve.
Motion passed.

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

3. Consideration with possible action on request for promotion(s) to the rank of Police Lieutenant. 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 #3, #4, and #5.

Motion passed.

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

Moved by Commissioner Ed Dorff, seconded by Commissioner Rashad Cobb to return to open session.

Motion passed.

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

Out of closed session, President Goldhahn reported that the Commission unanimously approved the promotion of Police Officer Kyle Harnish to Police Lieutenant.

Moved by Commissioner Rashad Cobb, seconded by Commissioner Ed Dorff to approve

Motion passed.

Yes- 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.

The Commission reviewed one Patrol Officer candidate background and the candidate was approved to continue in the hiring process.

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 interviewed one Patrol Officer candidate.

G. ADJOURNMENT.

Moved by Commissioner Ed Dorff, seconded by Commissioner Rashad Cobb to adjourn.

Motion passed.

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



MINUTES OF THE POLICE AND FIRE COMMISSION

WEDNESDAY, AUGUST 14, 2024, 2:00 PM

In person at City Hall, Room 207.

Virtual attendance also available via Zoom.

A. ZOOM MEETING INFORMATION.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/88991125727?pwd=cWEyNUd5dHZaNFhIWfVFMW9oWXRTQT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 889 9112 5727

Passcode: 109101

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. ROLL CALL.

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

Excused: John Laux

Others Present: Fire Chief Matthew Knott, Battalion Chief Ray Fuiten, HR Generalists Hailey Heath and Jen Smits.

C. APPROVAL OF THE AGENDA.

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

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

D. REGULAR BUSINESS.

- I. Consideration with possible action on request to approve the promotion of an Assistant Fire Chief. 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 Marian Boyle-Rohloff to go into closed session.

Motion passed.

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 approve.

Motion passed.

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 open session.

Motion passed.

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

E. ADJOURNMENT.

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

Motion passed.

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



Report to the
Police and Fire
Commission

MEETING DATE

September 5, 2024

PREPARED BY

AGENDA ITEM # E.3

2024 Battalion Chief Promotional Process.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. PFC Process Battalion Chief



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Police and Fire Commission

From: Jennifer Smits, Human Resources Generalist

Re: Battalion Chief Promotional Process

Date: September 5, 2024

The following is a summary of the 2024 Battalion Chief promotional process, which will be used to establish an eligibility list. The eligibility list will be valid for one-year but may be extended for an additional year.

The minimum requirements include a Bachelor's Degree in Fire Protection or a closely related field and 10 years of experience in a Fire Department of comparable size.

Promotional process components and timeline:

August 5, 2024	Notice to all personnel
September 6, 2024 at Noon	Personnel must submit letter of intent and resume
September 23, 24 & 25, 2024	Oral interviews and assessment center
September 30, 2024	Possible 2 nd interviews and establish eligibility list
October, 2024	PFC approval of eligibility list



Report to the
Police and Fire
Commission

MEETING DATE

September 5, 2024

PREPARED BY

AGENDA ITEM # E.4

Police Department Detective Promotional Process.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. PFC Memo Detective Promo Process



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Police and Fire Commission

From: Jennifer Smits, Human Resources Generalist

Re: Police Department Detective Promotional Process

Date: September 5, 2024

The following is a summary of the 2024 Detective promotional process, which will be used to establish an eligibility list. The promotional process is outlined in the Green Bay Professional Police Association collective bargaining agreement. The eligibility list will be valid for two-years.

Candidates must have at least 6-years of experience as a Green Bay Police Officer or at least 4-years of experience as a Green Bay Police Officer and at least 2-years of experience as a full-time sworn police officer in a comparably sized or larger agency. Candidates must have met the above years of experience prior to the closing date for resumes (August 8, 2024).

The evaluation methods include:

- Written exam. A score of 70% is required to pass the exam and continue in the promotional process.
- Interview. A score of 70% or higher is required to continue in the process.
- Peer review

Candidates' cumulative score will be determined by weighting the interview score at 80% and the peer review score at 20%. Seniority points will be added to the candidates' final scores by awarding one point for every three complete years of service.

The process was initiated in June with a posting for eligible candidates.



Report to the
Police and Fire
Commission

MEETING DATE

September 5, 2024

PREPARED BY

AGENDA ITEM # F.I.a

Budget Status Report.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Budget Status Report - Fire
2. Budget Status Report - PD



City of Green Bay

CITY OF GREEN BAY YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

ACCOUNTS FOR: 400	FIRE ADMINISTRATION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
52007	RECRUITING	5,000	5,000	75.26	.00	.00	4,924.74	1.5%
	TOTAL FIRE ADMINISTRATION	5,000	5,000	75.26	.00	.00	4,924.74	1.5%



City of Green Bay

CITY OF GREEN BAY YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

ACCOUNTS FOR: 320	PROFESSIONAL STANDARDS	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
52007	RECRUITING	0	0	513.00	.00	.00	-513.00	100.0%
	TOTAL PROFESSIONAL STANDARDS	0	0	513.00	.00	.00	-513.00	100.0%



Report to the
Police and Fire
Commission

MEETING DATE

September 5, 2024

PREPARED BY

AGENDA ITEM # F.I.b

Budget Spreadsheet.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Account Balances 2024 - Fire
2. Account Balances 2024 - PD

2024 POLICE & FIRE COMMISSION BUDGET

Account: 101400-52007 (FIRE)

[illegible]

2024 POLICE & FIRE COMMISSION BUDGET

Account: 1013230-52007 Recruiting (PD)

Date Rec	Date Appr	Vender/Invoice #	Emp/Dept	Expense	Balance	Paid
	01/01/24				\$ -	
01/25/24	01/26/24	Thin Line Psychological Services / 3650	New Hire Evaluation (1)	\$ 495.00	\$ (495.00)	1/31/2024
01/15/24	01/30/24	Shopify Payments	EQI Assesment	\$ 79.00	\$ (574.00)	1/30/2024
01/15/24	01/30/24	Shopify Payments	EQI Assesment	\$ 73.00	\$ (647.00)	1/30/2024
01/22/24	02/02/24	Northern Michigan University	Recruiting	\$ 50.00	\$ (697.00)	2/2/2024
02/02/24	02/02/24	Thin Line Psychological Services / 3657	New Hire Evaluation (1)	\$ 495.00	\$ (1,192.00)	2/2/2024
01/31/24	02/05/24	Prevea / 147273	4 Pre-Employment Physicals	\$ 1,564.00	\$ (2,756.00)	2/5/2024
02/08/24	02/11/24	Personnel Evaluation, Inc	Pre-Employment Poly	\$ 550.00	\$ (3,306.00)	2/11/2024
02/15/24	02/19/24	Trans Union	Credit Check	\$ 258.34	\$ (3,564.34)	2/19/2024
02/15/24	02/19/24	Personnel Evaluation, Inc	Pep Billing	\$ 160.00	\$ (3,724.34)	2/19/2024
02/06/24	02/22/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (3,800.34)	2/22/2024
02/12/24	02/22/24	Multi Health	EQI Assesment	\$ 76.00	\$ (3,876.34)	2/22/2024
02/12/24	02/22/24	Yourmembership.com	IACP Recruitment Ad	\$ 474.00	\$ (4,350.34)	2/22/2024
02/21/24	02/24/24	Personnel Evaluation, Inc	Pre-Employment Poly	\$ 812.50	\$ (5,162.84)	2/24/2024
03/12/24	03/12/24	Thin Line Psychological Services / 3710	New Hire Evaluation (1)	\$ 510.00	\$ (5,672.84)	3/12/2024
03/24/24	03/26/24	Thin Line Psychological Services / 3725	New Hire Evaluation (1)	\$ 510.00	\$ (6,182.84)	3/26/2024
02/19/24	03/13/24	Linq Teams	Recruitment Software Fee	\$ 545.00	\$ (6,727.84)	3/13/2024
02/19/24	03/13/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (6,803.84)	3/13/2024
02/26/24	03/13/24	UW Milwaukee Career Fair	Recruitment	\$ 38.93	\$ (6,842.77)	3/13/2024
02/26/24	03/13/24	UW Milwaukee Career Fair	Recruitment	\$ 26.18	\$ (6,868.95)	3/13/2024
03/06/24	03/10/24	Trans Union	Credit Check	\$ 232.23	\$ (7,101.18)	3/10/2024
03/12/24	03/12/24		Warrant Run Biweekly	\$ 375.80	\$ (7,476.98)	3/12/2024
03/04/24	03/13/24	Horseshoe Advance Deposit	Recruit & Retention Summit	\$ 438.57	\$ (7,915.55)	3/13/2024
03/04/24	03/13/24	Horseshoe Advance Deposit	Recruit & Retention Summit	\$ 415.89	\$ (8,331.44)	3/13/2024
03/04/24	03/13/24	Horseshoe Advance Deposit	Recruit & Retention Summit	\$ 438.57	\$ (8,770.01)	3/13/2024
03/04/24	03/13/24	Horseshoe Advance Deposit	Recruit & Retention Summit	\$ 438.57	\$ (9,208.58)	3/13/2024
03/04/24	03/13/24	MKE Airport Parking	Recruit & Retention Summit	\$ 82.00	\$ (9,290.58)	3/13/2024
03/04/24	03/13/24	Uber Trip	Recruit & Retention Summit	\$ 32.97	\$ (9,323.55)	3/13/2024
03/04/24	03/13/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (9,399.55)	3/13/2024
03/04/24	03/13/24	Kwik Trip	Recruit & Retention Summit	\$ 20.78	\$ (9,420.33)	3/13/2024
03/04/24	03/13/24	UWGB	2024 Spring Career Fair	\$ 350.00	\$ (9,770.33)	3/13/2024
03/15/24	03/18/24	Trans Union	Credit Check	\$ 307.79	\$ (10,078.12)	3/18/2024
03/15/24	03/18/24	Personnel Evaluation, Inc	Pep Billing	\$ 166.00	\$ (10,244.12)	3/18/2024
03/29/24	04/01/24	Personnel Evaluation, Inc	Pre-Employment Poly	\$ 325.00	\$ (10,569.12)	04/01/24
03/18/24	04/03/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (10,645.12)	04/03/24
03/18/24	04/03/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (10,721.12)	04/03/24
03/25/24	04/10/24	Holiday Inn Express	UW Platteville Career Fair	\$ 107.00	\$ (10,828.12)	04/10/24
03/25/24	04/10/24	Shopify Payments	EQI Assesment	\$ 152.00	\$ (10,980.12)	04/10/24
03/25/24	04/10/24	Kwik Trip	UW Platteville Career Fair	\$ 34.34	\$ (11,014.46)	04/10/24
03/25/24	04/10/24	UWGB	UW Platteville Career Fair	\$ 50.00	\$ (11,064.46)	04/10/24
04/22/24	04/22/24	Kwik Trip	Recruitment	\$ 40.70	\$ (11,105.16)	04/22/24
04/22/24	04/22/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (11,181.16)	04/22/24
04/22/24	04/22/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (11,257.16)	04/22/24
04/15/24	04/15/24	Shopify Payments	EQI Assesment	\$ 760.00	\$ (12,017.16)	04/15/24
04/11/24	04/11/24		Warrant Run Biweekly	\$ 26.00	\$ (12,043.16)	04/11/24
04/11/24	04/12/24	Bankers Advertising Company	Recruitment	\$ 889.74	\$ (12,932.90)	04/12/24
04/11/24	04/12/24	Bankers Advertising Company	Recruitment	\$ 565.05	\$ (13,497.95)	04/12/24
04/11/24	04/12/24	Bankers Advertising Company	Recruitment	\$ 783.87	\$ (14,281.82)	04/12/24
04/11/24	04/12/24	Bankers Advertising Company	Recruitment	\$ 1,165.55	\$ (15,447.37)	04/12/24

Date Rec	Date Appr	Vender/Invoice #	Emp/Dept	Expense	Balance	Paid
04/15/24	04/16/24	Prevea / 147910	Pre-Employment Physicals (2)	\$ 624.00	\$ (16,071.37)	04/16/24
04/18/24	04/19/24	Personnel Evaluation, Inc	Pep Billing	\$ 280.00	\$ (16,351.37)	04/19/24
04/14/24	04/16/24	Thin Line Psychological Services / 3748	New Hire Evaluation (2)	\$ 1,020.00	\$ (17,371.37)	04/16/24
		Thin Line Psychological Services / 3749	Leadership Evaluation (1)	\$ 1,350.00	\$ (18,721.37)	
04/18/24	04/19/24	Trans Union	Credit Check	\$ 364.46	\$ (19,085.83)	04/19/24
04/18/24	04/19/24	Personnel Evaluation, Inc	Pre-Employment Poly	\$ 325.00	\$ (19,410.83)	04/19/24
04/09/24	04/19/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (19,486.83)	04/19/24
04/23/24	04/23/24	Personnel Evaluation, Inc	Pep Billing	\$ 188.00	\$ (19,674.83)	04/23/24
04/23/24	04/23/24	Personnel Evaluation, Inc	Pep Billing	\$ 211.00	\$ (19,885.83)	04/23/24
04/23/24	04/23/24	Personnel Evaluation, Inc	Pep Billing	\$ 70.00	\$ (19,955.83)	04/23/24
04/23/24	04/23/24	Personnel Evaluation, Inc	Pep Billing	\$ 170.00	\$ (20,125.83)	04/23/24
04/30/24	04/30/24	Shopify Payments	EQI Assesment	\$ 760.00	\$ (20,885.83)	04/30/24
05/06/24	05/06/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (20,961.83)	05/06/24
05/06/24	05/06/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (21,037.83)	05/06/24
05/06/24	05/06/24	Kwik Trip	Background investigation trip - gas	\$ 40.70	\$ (21,078.53)	05/06/24
05/06/24	05/06/24	Bankers Advertising Company	Recruitment	\$ 232.95	\$ (21,311.48)	05/06/24
05/08/24	05/08/24	Personnel Evaluation, Inc	Pep Billing	\$ 1,300.00	\$ (22,611.48)	05/08/24
05/15/24	05/15/24	Thin Line Psychological Services / 3777	New Hire Evaluation (2)	\$ 1,020.00	\$ (23,631.48)	05/15/24
05/16/24	05/16/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (23,707.48)	05/16/24
04/30/24	05/02/24	Prevea / 148223	Pre-Employment Physicals (4)	\$ 1,845.00	\$ (25,552.48)	05/02/24
05/17/24	05/21/24	Trans Union	Credit Check	\$ 287.43	\$ (25,839.91)	05/21/24
05/17/24	05/21/24	Personnel Evaluation, Inc	Pep Billing	\$ 228.00	\$ (26,067.91)	05/21/24
06/10/24	06/11/24	Personnel Evaluation, Inc	Polygraph	\$ 650.00	\$ (26,717.91)	06/11/24
06/03/24	06/18/24	Outgamie County	Parking @ Recruitment Visit	\$ 7.00	\$ (26,724.91)	06/18/24
06/17/24	06/19/24	Trans Union	Credit Check	\$ 232.23	\$ (26,957.14)	06/19/24
06/17/24	06/19/24	Personnel Evaluation, Inc	Pep Billing	\$ 95.00	\$ (27,052.14)	06/19/24
06/20/24	06/20/24	Thin Line Psychological Services / 3824	New Hire Evaluation (1)	\$ 510.00	\$ (27,562.14)	06/20/24
06/23/24	06/23/24	Thin Line Psychological Services / 3834	New Hire Evaluation (2)	\$ 1,020.00	\$ (28,582.14)	6/26/2024
06/25/24	06/25/24	Bankers Advertising Company	Recruitment Ad	\$ 218.17	\$ (28,800.31)	06/25/24
06/25/24	06/25/24	Personnel Evaluation, Inc	Pre-emp polygraph	\$ 650.00	\$ (29,450.31)	06/25/24
07/01/24	07/02/24	St Vincent		\$ 1,091.00	\$ (30,541.31)	07/02/24
07/09/24	07/09/24	MKE Airport Parking	Recruiting Trip	\$ 4.00	\$ (30,545.31)	07/09/24
07/09/24	07/09/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (30,621.31)	07/09/24
07/09/24	07/09/24	Shopify Payments	EQI Assesment	\$ 76.00	\$ (30,697.31)	07/09/24
07/09/24	07/09/24	Northern Michigan University	Recuitment	\$ 70.00	\$ (30,767.31)	7/9/2024
07/09/24	07/09/24	Kwik Trip	Gas - Recruiting Trip	\$ 26.43	\$ (30,793.74)	07/09/24
07/31/24	07/31/24	Thin Line Psychological Services / 3877	New Hire Evaluation (1)	\$ 510.00	\$ (31,303.74)	07/31/24
08/08/24	07/31/24	Prevea / 149181	Pre-Employment Physical (1)	\$ 347.00	\$ (31,650.74)	08/08/24
	Moved to ARPA Account: 218300-52007					
	08/16/24				\$ -	
08/16/24	08/16/24	Thin Line Psychological Services / 3901	New Hire Evaluation (1)	\$ 510.00	\$ (510.00)	8/16/2024
08/27/24	08/27/24	BC Clerk of Courts	Recruitment	\$ 3.00	\$ (513.00)	08/27/24



Report to the
Police and Fire
Commission

MEETING DATE

September 5, 2024

PREPARED BY

AGENDA ITEM # F.2

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. PFC Bills

INVOICE

Craig D. Childs, PhD, SC
385 Williamstowne Suite 301, WI

childs@thinlinepsychology.com
(262)646-6404x116
www.thinlinepsychology.com



THINLINE
PSYCHOLOGICAL SERVICES

Bill to

Ms. Jennifer Smits
City of Green Bay Police Department

Ship to

Ms. Jennifer Smits
City of Green Bay Police Department

Invoice details

Invoice no.: 3877
Terms: Net 30
Invoice date: 07/31/2024
Due date: 08/30/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		New Hire Evaluation	[REDACTED]	1	\$510.00	\$510.00

Total

\$510.00

Ways to pay

BANK

Thank you for your business. Payment is accepted through direct bank deposit or check made out to "Craig D. Childs, PhD, S.C." Please include your invoice number on the check statement. Thank you.

Note to customer

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

Please also indicate the invoice number on your payment voucher.

Thank you.

APPROVED

Dated: 7/31/24
By: [Signature]

218300-52607-83098

Pay invoice

Prevea Health Occupational Health
PO Box 19070
Green Bay, WI 54307
FEIN: 39-0817529

RECEIVED AUG 12 2024

Invoice
July 31, 2024

Bill to: Accounts payable
City of Green Bay
Human Resources
100 N. Jefferson St.
Green Bay, WI 54301

For: City of Green Bay
co 7-24

Invoice # 149181

Proc Code	Date	Description	Qty	Charge	Receipt	Adjust	Balance
80100	06/25/2024	DOT 5 Panel	1.00	37.00			37.00
97750	06/25/2024	Back Screen level 4	1.00	45.00			45.00
99213	06/25/2024	DOT Examination	1.00	100.00			100.00
AUDIO	06/25/2024	Audiometry Pure Tone	1.00	17.00			17.00
DPW				199.00	0.00	0.00	199.00
80100	07/24/2024	DOT 5 Panel	1.00	37.00			37.00
97750	07/24/2024	Back Screen level 4	1.00	45.00			45.00
99213	07/24/2024	DOT Examination	1.00	100.00			100.00
DPW				182.00	0.00	0.00	182.00
80100	07/23/2024	Rapid Drug Screen - 8/OXY	1.00	32.00			32.00
81003	07/23/2024	Urinalysis Without Micro (u/a dip)	1.00	18.00			18.00
97750	07/23/2024	Back Screen level 4	1.00	45.00			45.00
99213	07/23/2024	History & Physical	1.00	76.00			76.00
AUDIO	07/23/2024	Audiometry Pure Tone	1.00	17.00			17.00
DPW				188.00	0.00	0.00	188.00
80100	07/19/2024	Drug Screen 5 Panel	1.00	36.00			36.00
81003	07/19/2024	Urinalysis Without Micro (u/a dip)	1.00				-
82DOM	07/19/2024	Health Study #2	1.00	20.00			20.00
84202	07/19/2024	Protoporphyrin; RBC	1.00	69.00			69.00
86580	07/19/2024	Tuberculin Skin testing (PPD)	1.00	10.00			10.00
93000	07/19/2024	EKG w/interp	1.00	60.00			60.00
97750	07/19/2024	Back Screen level 4	1.00	45.00			45.00
99214	07/19/2024	History & Physical	1.00	90.00			90.00
AUDIO	07/19/2024	Audiometry Pure Tone	1.00	17.00			17.00
PD				347.00	0.00	0.00	347.00
80100	06/28/2024	DOT 5 Panel	1.00	37.00			37.00
81003	06/28/2024	Urinalysis Without Micro (u/a dip)	1.00				-
97750	06/28/2024	Back Screen level 4	1.00	45.00			45.00
99213	06/28/2024	DOT Examination	1.00	100.00			100.00
DPW				182.00	0.00	0.00	182.00
80100	06/26/2024	DOT 5 Panel	1.00	37.00			37.00
97750	06/26/2024	Back Screen level 4	1.00	45.00			45.00

99213	06/26/2024	DOT Examination	1.00	100.00			100.00
AUDIO	06/26/2024	Audiometry Pure Tone	1.00	17.00			17.00
DPW				199.00	0.00	0.00	199.00
80100	07/24/2024	Rapid Drug Screen - 8/OXY	1.00	32.00			32.00
81003	07/24/2024	Urinalysis Without Micro (u/a dip)	1.00	18.00			18.00
97750	07/24/2024	Back Screen level 4	1.00	45.00			45.00
99213	07/24/2024	History & Physical	1.00	76.00			76.00
AUDIO	07/24/2024	Audiometry Pure Tone	1.00	17.00			17.00
Transit				188.00	0.00	0.00	188.00
80100	07/17/2024	Rapid Drug Screen - 8/OXY	1.00	32.00			32.00
81003	07/17/2024	Urinalysis Without Micro (u/a dip)	1.00	18.00			18.00
97750	07/17/2024	Back Screen level 4	1.00	45.00			45.00
99213	07/17/2024	History & Physical	1.00	76.00			76.00
AUDIO	07/17/2024	Audiometry Pure Tone	1.00	17.00			17.00
DPW				188.00	0.00	0.00	188.00

Invoice # 149181 Balance Due: 1673.00

APPROVED

Dated: 8/18/24
By: *Emma Bauer*

PD \$347.00 1013230-52007

Transit \$188.00 9209050-52006

\$1138.00 - 101180-52006

Cut and return with payment

Please remit 1,673.00 to

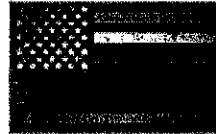
Prevea Health Occupational Health
PO Box 12734
Green Bay, WI 54311

Please place invoice number 149181 on check

INVOICE

Craig D. Childs, PhD, SC
385 Williamstowne Suite 301, WI

childs@thinlinopsychology.com
(262)646-6404x116
www.thinlinopsychology.com



THINLINE
PSYCHOLOGICAL SERVICES

Bill to

Ms. Jennifer Smits
City of Green Bay Police Department

Ship to

Ms. Jennifer Smits
City of Green Bay Police Department

Invoice details

Invoice no.: 3901
Terms: Net 30
Invoice date: 08/16/2024
Due date: 09/15/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		New Hire Evaluation	[REDACTED]	1	\$510.00	\$510.00

Total \$510.00

Ways to pay

BANK

Thank you for your business. Payment is accepted through direct bank deposit or check made out to "Craig D. Childs, PhD, S.C." Please include your invoice number on the check statement. Thank you.

Note to customer

Please make check out to: Craig D. Childs, PhD, S.C.
Please also indicate the invoice number on your payment voucher.
Thank you.

1013 230 -52007

APPROVED

Dated: 8/21/24
By: Emma Boldt

Pay invoice



Report to the
Police and Fire
Commission

MEETING DATE

September 5, 2024

PREPARED BY

AGENDA ITEM # F.3

Consideration with possible action to approve the 2024 Fire Fighter Hiring Process.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. PFC Process 2024



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Police and Fire Commission

From: Jennifer Smits, Human Resources Generalist

Re: Fire Fighter Hiring Process

Date: September 5, 2024

It is recommended that the Police and Fire Commission approve the proposed Fire Fighter recruitment process as outlined below, which transitions from the current regional hiring processes to a more expansive and accessible system offered by Public Safety Answers.

Applications: Applications will be accepted from approximately September 16, 2024 through October 13, 2024. Human Resources and Fire Department Management will screen applications based on the minimum requirements:

- High School Diploma or equivalent
- Associate's degree in Fire Protection Technician, Fire Medic, or Fire Science or a related field
- Current EMT-Basic certification
- Current certification as a Fire Fighter II by the State of Wisconsin or an IFSAC accredited agency
- Valid driver's license and acceptable driving record
- A combination of equivalent experience and/or education may be considered

Applications will also be screened for known concerns that may disqualify and automatically reject a candidate. These screening factors may include:

- Termination from any fire service-related agency within the last several years
- Termination from one of the most recent positions held
- Removed recently from a Fire Fighter eligibility list

Testing: Candidates must have a current, valid Candidate Physical Agility Test (CPAT). CPAT is a standardized, timed, pass/fail test that measures a candidate's ability to perform the physical tasks of a Fire Fighter.

Public Safety Answers will administer the TalentSorter Assessment System online. The TalentSorter is comprised of psychometric behavioral and cognitive items intended to measure an individual's characteristics to determine the applicants who are best suited for employment as a Fire Fighter. The written exam is weighted at 20% of the candidates' total composite score.

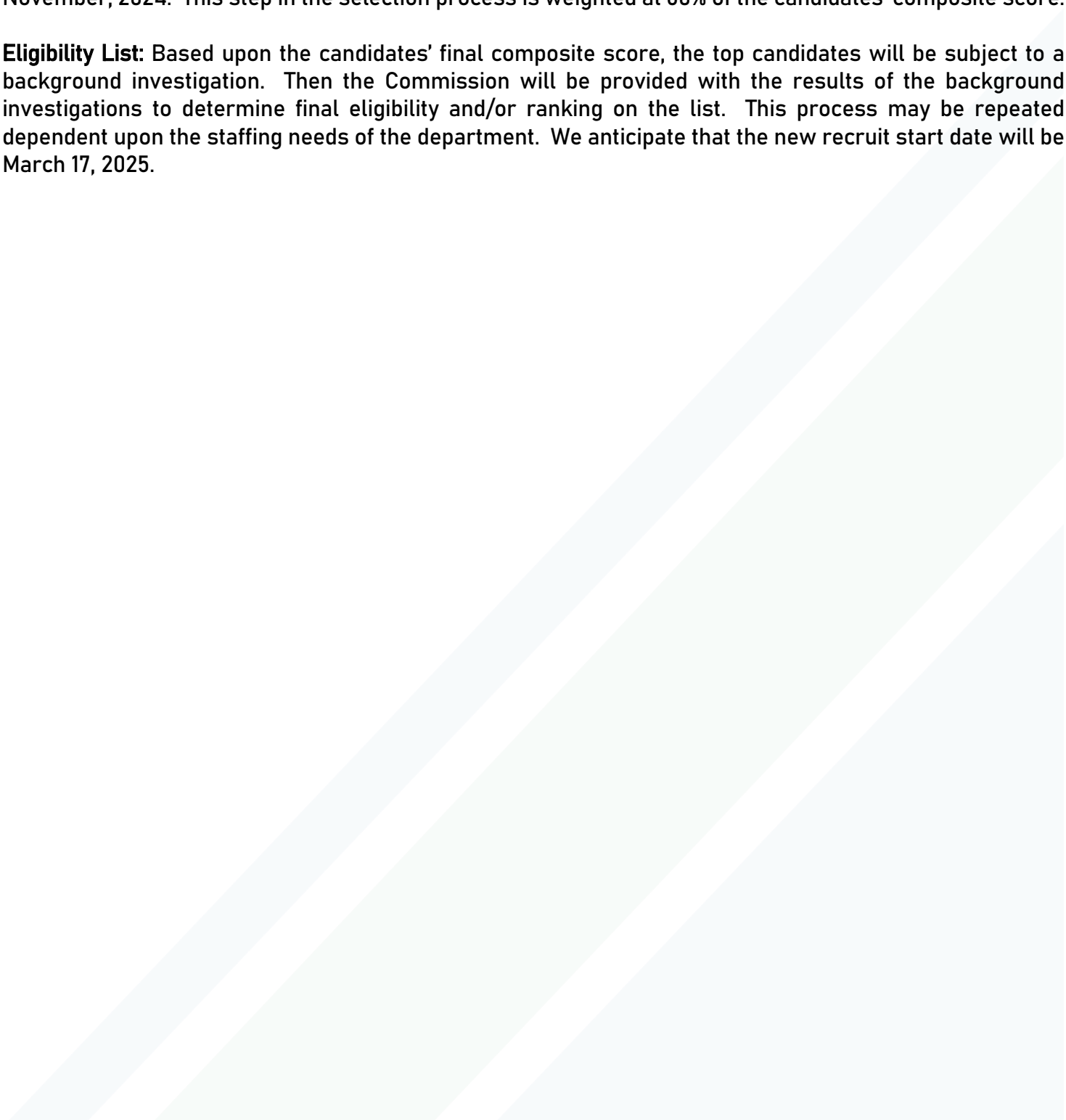
First Interviews: Online interviews will be facilitated by Public Safety Answers using interview questions developed by Human Resources and Fire Department management. Interviews will be reviewed by Fire

Department management and Human Resources in mid-late October, 2024. This step in the selection process is weighted at 20% of the candidates' composite score.

The cost to the City of Green Bay is \$45 for each candidate who takes the TalentSorter. This cost includes a custom recruitment website and social media advertising, the TalentSorter, and video interview. There is no cost to the candidates.

Police and Fire Commission Interviews: The Police and Fire Commission interviews will be held in November, 2024. This step in the selection process is weighted at 60% of the candidates' composite score.

Eligibility List: Based upon the candidates' final composite score, the top candidates will be subject to a background investigation. Then the Commission will be provided with the results of the background investigations to determine final eligibility and/or ranking on the list. This process may be repeated dependent upon the staffing needs of the department. We anticipate that the new recruit start date will be March 17, 2025.





Report to the Police and Fire Commission

MEETING DATE

September 5, 2024

PREPARED BY

AGENDA ITEM # F.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.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the Police and Fire Commission

MEETING DATE

September 5, 2024

PREPARED BY

AGENDA ITEM # F.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.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None