



AGENDA OF THE POLICE AND FIRE COMMISSION

WEDNESDAY, SEPTEMBER 17, 2025, 10:30 AM

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=cWEyNUd5dHZaNHFiWFVFMW9oWXRTQT09>

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.

- I. Members: Rod Goldhahn, Marian Boyle-Rohloff, Rashad Cobb, Ed Dorff, John Laux

C. Approval of the Agenda.

- I. Approval of the agenda for the Wednesday, September 17, 2025, meeting of the Police and Fire Commission.

D. Informational.

- I. Police Department Lieutenant Promotional Process.
2. Police Department Sergeant Promotional Process.

E. Regular Business.

- I. 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.

2. 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.

F. Adjournment.

1. Adjournment of the Wednesday, September 17, 2025, meeting of the Police and Fire Commission.
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- 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.



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: Informational Item Police Department Lieutenant Promotional Process

Date: September 17, 2025

The following is a summary of the Police Department Lieutenant promotional process, which will be used to create an eligibility list. The promotional process includes the same minimum requirements and evaluation methods as the prior promotional process.

The minimum requirements are as follows:

- Associate's degree or Bachelor's degree in Criminal Justice, Police Science, Public Administration, Sociology or a related field. Candidates with an Associate's degree may be considered.
- Minimum of 7-years of experience as a police officer. Must be a current sworn full-time officer for the City of Green Bay for the preceding consecutive 5-years with the remaining 2-years being satisfied with any combination of the following: full-time sworn Green Bay police officer, full-time sworn police officer with another law enforcement agency, or full-time military police officer with an honorable discharge.

The evaluation methods include:

- Written exam, weighted at 50%
- Interview, weighted at 50%

Candidates must receive a minimum score of 70% in each step of the process in order to be considered for promotion.



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MEMORANDUM

To: Police and Fire Commission

From: Jennifer Smits, Human Resources Generalist

Re: Informational Item Police Department Sergeant Promotional Process

Date: September 17, 2025

The following is a summary of the Police Department Sergeant promotional process, which will be used to create an eligibility list. The promotional process is set forth in the collective bargaining agreement and includes the same minimum requirements and evaluation methods as the prior promotional process.

Candidates must have at least 5-years of experience as a Green Bay Police Officer, or a combination of at least 3-years with GBPD and full-time sworn service at a similar or larger law enforcement agency adding up to a total of 5-years. The time requirement must be met at the time the posting for the promotional process closes.

The selection process includes:

- A written examination. A score of 70% is required to pass this examination and continue in the promotional process.
- An assessment center evaluation, weighted at 80%. Candidates must receive a score of 70% or higher to continue in the process.
- A peer review, weighted at 20%.

Upon successful completion of the selection process, candidates' seniority points will be added to their cumulative score.



Report to the Police and Fire Commission

MEETING DATE

September 17, 2025

PREPARED BY

AGENDA ITEM # E.I

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 17, 2025

PREPARED BY

AGENDA ITEM # E.2

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