

MINUTES
POLICE AND FIRE COMMISSION
Thursday, August 8, 2013
City Hall, Room 310
5:00 PM

MEMBERS PRESENT: Commissioners Rod Goldhahn, David Nelson, Elizabeth Kostichka, Lanny Schimmel (via telephone)

EXCUSED: Commissioner Jim Coates

OTHERS PRESENT: Police Chief Tom Molitor, Fire Chief David Litton, and Human Resources Operations Manager Melanie Falk

The meeting was called to order at 5:00 pm by Commission President Rod Goldhahn. Roll call was taken as noted above.

1. Approval to suspend the rules to allow telephonic appearance by a Commission member.

Comm. Goldhahn asked for approval to allow Comm. Schimmel to appear via telephone conferencing. Comm. Nelson made a motion to approve with a second by Comm. Kostichka. The motion to suspend the rules carried and the call was placed to Comm. Schimmel who joined the meeting at that time.

2. Approval of the minutes from the regular meeting of the Police and Fire Commission held July 11, 2013.

Comm. Kostichka made a motion to approve the minutes of the July 11, 2013 meeting, with a second by Comm. Nelson. Motion carried.

3. President's Report.

Comm. Goldhahn, in following up to Chief Litton's request at the July 11, 2013 meeting, opened the floor to the Commissioners to give feedback on what regular communications they would like from the Fire Department. Comm. Goldhahn asked if there are already regular reports produced by the department. Chief Litton responded that the department sends e-mails to the Mayor and City Council when there are incidents involving major fires or special incidents that the media covers. The Commissioners agreed that being included on that e-mail would be sufficient. Chief Litton asked that the Commissioners let him know if they would like anything in addition to the e-mail in the future.

4. Communications.

A. Budget Status Report

B. Budget Spreadsheet

Comm. Goldhahn noted the addition of \$18,000 to the recruitment line item and Melanie confirmed that contingency funds that were requested from the Finance department were received. Comm. Kostichka made a motion to approve the communications with a second by Comm. Schimmel. There was no further discussion and the motion carried.

5. Update on the City Rehire Policy and Eligibility Lists.

Melanie reminded the Commission that while reviewing the City's new rehire policy at the July 11, 2013 meeting, Assistant Chief Niefert had asked if placing an individual on an eligibility list would qualify that individual for the provisions of the rehire policy. Melanie confirmed that in speaking with Human Resources Director Lynn Boland, the policy requires that the individual be hired within six months of their separation date to be eligible for the service credit provisions of the policy.

6. Approval of Fire Department Promotions.

Chief Litton explained that the promotions were due to the retirement of Captain Todd Selissen. Comm. Kostichka made a motion with a second by Comm. Nelson to approve the following promotions:

- Promotion of Lieutenant Robert Linck to Captain, effective August 3, 2013.
- Promotion of Engineer Jesse Linck to Lieutenant, effective August 3, 2013.
- Promotion of Firefighter Drew Spielman to Engineer, effective August 3, 2013.

7. Report from the Chiefs.

Chief Litton began his report by saying that he is now in week five (5) of his hire and he is feeling much more comfortable with the entire operation. He has done a lot of reading on the department's policies, procedures and guidelines. The Chief reported that he has been meeting with the department's MABAS partners to understand their expectations. He commented that his staff has been great and, with their input, they will begin to look at making any adjustments that are needed.

Chief Litton noted that Division Chief Watzka has been interviewing interns from Chippewa Valley Technical College and that they hope to bring five (5) onboard. The Chief reported that in 2014 Northeast Wisconsin Technical College will be starting a Fire/Paramedic program. The department has a good working relationship with NWTC and wants to help get their program off the ground by guaranteeing them ten (10) of the available fifteen (15) internships. Comm. Kostichka commented that she would like to see more minorities recruited as firefighters. Chief Litton offered to share with the Commissioners copies of a research paper that he did that addresses this issue and, after reading it, they could discuss it at a future meeting. Melanie thanked the Chief for the PFC Training flyers that he made available to the Commissioners. Chief Litton left at this time.

Chief Molitor reported on the recent squad crashes that have injured three (3) officers, one of which remains hospitalized. He explained that the crash injuring that officer involved a drunk driver, not a police chase, and commented that impaired drivers have something to do with almost every incident of squad damage. The Chief noted that the earlier accident that injured the two (2) other officers involved a chase. He reported that the department's policy on chases has been reviewed and the policy stands. The incident is now being reviewed to determine if the officers were within policy. Chief Molitor discussed the difficulties in dealing with impaired drivers and explained some of the maneuvers and tactics the department uses.

The Chief updated the Commission on the new TRAP program, which Wal-Mart has now agreed to. The Wal-Mart on Mason Street will begin processing shoplifters who meet the criteria. The police department estimates this program will handle about 70% of the shoplifting that occurs at that store and free up officers who often spend an hour processing each incident. The Chief said that Festival Foods is also in the process of joining the program.

8. Schedule Police Patrol Officer Interviews. **Commissioner, please bring your calendars.**

Melanie stated that in order to address the staffing needs of the Police department, Human Resources has ten (10) candidates from the last recruitment pool that they would like the Commissioners to interview. The Commissioners discussed the dates and agreed to September 17th and 20th, 2013, beginning at 5:00 pm.

9. Review of Patrol Officer Candidates. (Closed session)

Comm. Goldhahn read the closed session statement. Comm. Nelson made a motion to go into closed session with a second by Comm. Kostichka. Motion carried.

A motion was made by Comm. Schimmel to return to open session with a second by Comm. Nelson. Motion carried. Out of closed session Comm. Goldhahn reported that the Commission had reviewed three (3) Patrol Officer candidates and all were accepted and ranked by the Commissioners. He added that there will be some additional follow up on one (1).

10. Bills.

- a. Caliper \$295.00
- b. Prevea Workmed \$30.00
- c. Prevea Workmed \$383.50

Comm. Nelson made a motion to approve the bills with a second by Comm. Kostichka. There was no further discussion and the motion carried.

11. Set date of next meeting.

Due to scheduling conflicts, the regularly scheduled meeting of the Police and Fire Commission was moved to Wednesday, September 4, 2013, at 5:00 pm in room 310 of City Hall.

There being no further business, a motion was made by Comm. Kostichka to adjourn. Motion was seconded by Comm. Nelson. Motion carried and the meeting was adjourned at 6:07 pm.

Respectfully submitted,

Lola Becker, Recording Secretary

APPROVED: _____
Rod Goldhahn, President