

MINUTES
POLICE AND FIRE COMMISSION
Thursday, January 3, 2013
City Hall, Room 310
5:00 PM

MEMBERS PRESENT: Commissioners Rod Goldhahn, David Nelson, Jim Coates, Lanny Schimmel, Elizabeth Kostichka

OTHERS PRESENT: Interim Chief Tom Molitor, Interim Chief Mike Nieft, & HR 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 of the minutes from the regular meeting of the Police and Fire Commission held December 6, 2012.

Motion made by Comm. Nelson, second by Comm. Kostichka to approve the minutes of the December 6, 2012 meeting as submitted. Motion carried.

2. Communications.

- **Budget Status Report**
- **Budget Spreadsheet**

Motion made by Comm. Schimmel, second by Comm. Nelson to approve the communications. There was no discussion and the motion carried.

3. Report from the Chiefs.

Interim Chief Molitor confirmed five (5) recent retirements from the department: Capt. Joe Deuster, Lt. Mark Hellman, Randall Laluzerne, Det. Todd Leider and Det. Tom Lind. They are anticipating that two (2) new officers will start on February 18, 2013. They are trying to maintain enough staffing to alleviate some of the overtime they experience over the summer months.

On January 1 they kicked off their goal of reducing neighborhood thefts and burglaries by 10% over the next year. They have had all of the meetings with the officers and lieutenants and all have submitted their plans which will be reviewed weekly. Comm. Schimmel asked if the recent court decision on the contract issue will impact the department's 2013 budget. Chief Molitor explained that there was an injunction on the order from Judge Hammer and if the contract does not settle he anticipates that there could be a sizeable amount of money that will have to be made up out of the Police department's budget.

Comm. Coates commented that after reading the reports the Chief sent the Commissioners, he was impressed with the percentage of criminals that are caught after they run from the officers. The Chief encouraged the Commissioners to go on a ride along

or sign up for the yearly Citizens Academy to experience some of what the officers deal with.

Chief Molitor reported that an agreement with the union has been reached that offsets the \$50,000 cut from the SWAT program for the 2013 department budget. He applauded the union for stepping up and agreeing to have the team train time for time. Chief Molitor left at this time.

Interim Chief Nieft commented that the merger with the Allouez Fire Department is going very well. He is working with Chief Kiser of DePere as there are some changes in how the merged departments will assist them. They are working slowly on the identity changes, i.e. employee badges, patches and signings on the trucks. As employees are promoted they will receive new metro badges.

Division Chief Ann Watzka is now spending 30-40% of her time in the Allouez office because one of the contract conditions was that a chief officer would be on site. The department is still working on the internet and data base issues. The crews are settling in well and they are getting good feedback. There will be a department-wide reposting of positions in January as requested by the Local. The time allowance for the reposting was renegotiated so that more time can be taken to conduct the process which holds down the cost. The merger also allows moving management staff back to Station 1, making them more efficient as an organization.

Budget wise they are looking to bring some EMS licensure training in-house instead of going to NWTC which will save in overtime costs. EMS Division Chief Melissa Spielman has been working on this and they should be doing this in May. Comm. Kostichka asked about the reposting of positions. Chief Nieft explained that they will start with three (3) empty rosters and they will call each person by seniority. Originally the contract stated that they have to have this completed in 15 days but the time allowance was renegotiated to 45 days for this reposting.

The large water main break on East Mason on December 29, 2012 was discussed briefly. The department had to make sure they knew the locations where water was available in case of a fire call in that area.

4. Approval of Fire Department Promotions.

Due to a recent development, Chief Nieft requested to table this item until the next meeting. Comm. Coates asked about the criteria for promotion and the Chief answered seniority with qualifications. No action was taken on this item.

5. Voluntary removal of Fire Fighter candidates.

Comm. Goldhahn referred to the memos recommending the removal of Fire Fighter Eligibility List candidates Ian Wolfe and Mykola Kramper due to their acceptance of positions with other departments. Comm. Coates made a motion to accept the recommendations with a second by Comm. Schimmel. Motion carried.

6. Review and Discussion of Fire Department Employee Personnel Issue. 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 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.

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

Comm. Schimmel made a motion to return to open session. Motion seconded by Comm. Kostichka. Out of closed session Comm. Goldhahn reported the Commission had a discussion of a Fire Department personnel issue for which no action was necessary and the issue was placed on file.

7. Approval of the Fire Chief Recruitment/Selection Process.

Melanie Falk referred to her memo that listed options for the Commission to consider with respect to the Fire Chief recruitment. The options are identical to those presented for the Police Chief recruitment. A timeline was included that would be dependent on the advertising sources used. The Commission was informed that if they only advertise on the web sites, the advertising timeline would be 4-6 weeks. If the Commission determines they want to advertise on websites and in publications (i.e. magazines, newsletters) they would be looking at eight (8) weeks for advertising. Once the advertising process is completed they would need 60 days to screen the applications, conduct the interviews and do the necessary background checks. Melanie recommended using the IFAC (International Association of Fire Chiefs) and the Wisconsin Fire Chief Association websites and mentioned a few other options to consider. Comm. Kostichka asked about the budget and Melanie answered that the costs would come out of the Police and Fire Commission recruitment budget. Due to past experience, she did not recommend using newspapers. Comm. Goldhahn said he liked the process used for the Police Chief position that had Human Resources conducting the recruitment and hiring process. Comm. Schimmel agreed with allowing HR to begin the recruitment and only bringing in a consultant if necessary. He also felt that from a time and cost perspective he would only go with the web advertising as that is where people are looking.

Comm. Goldhahn asked if this would happen immediately. Melanie answered that she could possibly prepare the ad for the end of next week or the beginning of the following week. Chief Nieft asked for confirmation of the timeline and that he estimated it would take up to four (4) months. Melanie said that four (4) months would be her best guess.

Melanie summarized the discussion as follows: The Commission would like to conduct an external, National recruitment; has accepted the recommended advertising options and will recruit for a period of 60 days. Comm. Schimmel made a motion to approve the recommendation with a second by Comm. Coates. Motion carried.

8. Bill.

- PEI \$250

Motion made by Comm. Kostichka with a second by Comm. Coates to approve the bill.
Motion carried.

9. Set date of next meeting.

The regularly scheduled meeting of the Police and Fire Commission is scheduled for Thursday, February 7, 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. Coates. Motion carried and the meeting was adjourned at 6:10 pm.

Respectfully submitted,

Lola Becker, Recording Secretary

APPROVED: _____
Rod Goldhahn, President