

**MINUTES**  
**POLICE AND FIRE COMMISSION**  
**Thursday, February 7, 2013**  
**City Hall, Room 310**  
**5:00 PM**

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

OTHERS PRESENT: Police Chief Tom Molitor, Interim Fire Chief Mike Nieft, HR Operations Manager Melanie Falk & Chief of Staff Bill Kloiber

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 January 3, 2013.**

Motion made by Comm. Schimmel, second by Comm. Coates to approve the minutes of the January 3, 2013 meeting as submitted. Motion carried.

**2. President's Report.**

Comm. Goldhahn explained that this will be a new item on the agenda during which he will share information with the Commission. He reported that he and Comm. Nelson have been invited to attend the Personnel Committee meeting next week where they will respond to a question concerning the appointment of the Interim Chief for the Police Department. After a question by Comm. Coates, Comm. Goldhahn responded that only open session items could be discussed at the Personnel meeting.

**3. Communications.**

**A. Budget Status Report**

**B. Budget Spreadsheet**

Comm. Goldhahn noted that the 2012 budget was overspent by about 9% in the recruiting line item. A motion was made by Comm. Kostichka with a second by Comm. Nelson to approve the communications. There was no further discussion and the motion carried.

**4. Approval of the Police Lieutenant promotional process.**

Chief Molitor said that he has reviewed the current Lieutenant promotional process, and with the Commissions' approval, he will be making some modifications. First, he will eliminate the Command Staff interview portion that is weighted at 35% of the score. Currently 50% of candidates fail the Command Staff interview and he feels this is because it is too subjective and may not be measuring the right things. They would like to put their efforts into developing an academy for supervisors during their probationary period along with a better evaluation system.

The Chief also expressed his concerns with the previously administered written tests purchased from an outside agency. He will ask his staff to come up with something better that is based on the same material. He will have his District Captains and perhaps the District Attorney's office put together questions that HR would pick and choose from each time the process is done. Chief Molitor said he intends to revise the process to include a written test weighted at 50% along with an oral board interview weighted at 50%. Comm. Coates asked if they should consider lowering the weighted value of the Command Staff interview instead of eliminating it completely. Chief Molitor answered that he feels the oral board review which is comprised of a panel including an HR person, Command Staff from other agencies and professionals from the private sector, measures many of the same things. He commented that this is the third Lieutenant promotional process in seven (7) months and he needs to fill these positions. Comm. Coates said he would still like to see professionals from within the department be on an interview panel. Chief Molitor offered to include a supervisor from the Command Staff on the oral board panel and Comm. Coates agreed to that.

Comm. Coates made a motion to approve the modified Police Lieutenant promotional process with a second by Comm. Schimmel. There being no further discussion the motion carried.

#### **5. Schedule Police Patrol Officer Interviews.**

Melanie Falk noted that three (3) dates would be needed to complete the interviews. The timeline is relatively short as the department will have four (4) vacancies to fill in May and the preceding step before the Commission interviews will not be completed until March 1<sup>st</sup>. The Commissioners agreed to hold the interviews on March 12, 14 & 15, 2013 beginning at 4:30 pm.

#### **6. Report from the Chiefs.**

Chief Molitor reported that the department has won the International WOW award for good customer service for the second time. Two (2) officers, Paul Vanhandel and Det. Brian Schilt, received the Sir Robert Peel Award today for their work in the Navarino neighborhood. The officers did a project in collaboration with the neighbors to clean up drug houses which spurred the neighborhood into taking a more active role in policing themselves. The officers served a number of warrants and also collaborated with agencies such as Inspection and Social Services.

The Chief informed the Commission that a new programmer has started in the department, and he is redeveloping their website to make it more user friendly. The programmer has also worked on a program for on-line reporting which saved the department from having to buy a program that cost over \$30,000 plus \$5,000 yearly in maintenance fees. Along with Lt. John Rousseau, he has also developed dictation software that saved the department about \$20,000. The Chief handed out copies of a Crime Prevention Initiative to reduce bicycle theft and control the recovery of bicycles via new software created by the programmers. Lt. John Laux has talked to all of the big box stores and they will enter the sale of bicycles into the software. Next they will work on getting those within the county who haven't registered their bicycles to do so. There were 18,000 bikes in the department

auction last year so this will help get those bikes back to their owners. There is a goal to update all of the data bases within the department to have a library of all the things they need.

In his report on Districting, the Chief reported that the day shift sub-battle will focus on truancy. They will work very closely with the schools to get kids back in school and at the same time reduce neighborhood burglaries. Districts are working on leaving reminders on doors asking residents to lock their house and car doors as they want neighborhoods to take some responsibility for their property and crime prevention. Chief Molitor left at this time.

Interim Chief Nieft began his report on the relocation of the administrative staff to Station 1. By centralizing the management team he is putting people closer to the person they report to. They have created a classroom at Station 1 where the trainers can set up all of their equipment and have the firefighters from each station come to them. The Battalion Chiefs are being provided an office next to the Assistant Chief's office. He is proud of what they have accomplished and invited the Commissioners to tour the station when it is all finished. Comm. Goldhahn asked if there are more people having to travel for the training instead of just the trainers. Chief Nieft explained that not all seven (7) stations had training space so many had to travel to other sites before. Comm. Nelson asked if the video training equipment will still be used and the Chief responded that the system can still be used for remote training if needed.

The Chief showed the Commissioners a photo of the station 8 engine that has been re-labeled as Green Bay Metro Fire Department but still notes "Allouez Station" so they can keep part of their identity as promised in the agreement. The department wide position posting that was done recently went very well. Of the twelve (12) Allouez firefighters, three to four stayed there and the others went to one of the seven (7) other stations.

Part of the contract with Allouez requires that they report out any calls that do not hit the eight minute time limit that was set, and Chief Nieft reported that the only time the limit hasn't been hit was because they were already out on a call. Had they not merged, the same thing would have happened. Interim Assistant Chief Ann Watzka has been attending the Allouez Village Board meetings to present reports to them. They also have an office set up in the Allouez station, and AC Watzka currently spends time there but will rotate with other personnel.

## **7. Approval of the Fire Department promotions and appointments.**

Chief Nieft referred to the memo and explained that a person who was approved for promotion to Battalion Chief decided to go back into the bargaining unit, which the contract allows within 90 days of the promotion. This created a Battalion Chief vacancy that was subsequently offered to Robert Goplin. This move necessitated the appointment of a new interim Assistant Chief. Comm. Coates commented that he is disturbed by the pattern of people being promoted to new positions and then changing their minds. Chief Nieft explained that some of the difficulties are in the pay for Battalion Chiefs. Comm. Goldhahn

called a point of order and asked that any further discussion be brought forward at another meeting and discussed in closed session.

There being no other questions Comm. Schimmel made a motion to approve the following appointments and promotions with a second by Comm. Nelson:

- Appointment of Interim Assistant Chief Robert Goplin to Battalion Chief, effective January 6, 2013.
- Appointment of Division Chief Ann Watzka to Interim Assistant Chief, effective January 6, 2013.
- Appointment of Lieutenant Christopher Ehmann to Interim Division Chief, effective January 6, 2013.
- Promotion of Lieutenant Chris Pasterski to Captain, effective January 3, 2013.
- Promotion of Lieutenant Mike Saduske to Captain, effective January 3, 2013.
- Promotion of Engineer Ron Roberts to Lieutenant, effective January 3, 2013.
- Promotion of Firefighter Michael Ireland to Engineer, effective January 3, 2013.

#### **8. Approval of the Battalion Chief promotional process.**

Chief Nieft explained the revisions he proposes for the Battalion Chief promotional process. Like Chief Molitor, he is looking for a process that brings the focus to what they need the Battalion Chiefs to do. The people in these positions need to be able to manage personnel and support management. The person who is the best Battalion Chief may not always be the person who scores the most points in the current process. He has worked with HR to design a process that answers more of their questions.

The Chief recommends eliminating the written exam, in part because the previous purchased exams could not be reviewed and when he requested follow up in a problem area, he was denied. Chief Nieft briefly explained to the Commissioners the new proposed process of holding an assessment center scenario followed by oral interviews. He said that at some point they could bring back a written test but they would probably have to write it themselves. Comm. Coates asked if candidate's results would be more subjective and less objective without a written test. The Chief answered that he would like Comm. Coates' input again after taking part in the new process and invited the Commissioners to take part in the Assessment Center for seven (7) candidates that will take place on February 15, 2013. Comm. Goldhahn said that he has been a part of an assessment center scenario and assured Comm. Coates that the process works. Chief Nieft explained that scoring is done after you have seen all of the candidates so you have the ability to reflect back on each candidate. The Commissioners discussed the pros and cons associated with videotaping the process.

Comm. Nelson made a motion to approve the Battalion Chief promotional process with a second by Comm. Schimmel. Motion carried. Chief Nieft said he would confirm the date and times with the Commissioners and those who want to give their input could come for part of the day but those who are a part of the assessment center would need to commit to all day.

#### **9. Voluntary removal of Fire Fighter candidates.**

Comm. Goldhahn referred to the memos recommending the voluntary removal of Fire Fighter Eligibility candidates Andrew Schoessow and Nicholas Draeger. Comm. Nelson made a motion to accept the recommendations with a second by Comm. Schimmel. Motion carried.

#### **10. Fire Intern Hiring List recommendations. (Closed Session)**

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

\*\*\*\*\*

Comm. Kostichka made a motion to return to open session with a second by Comm. Coates. Out of closed session it was reported that the names of Joseph Fredrickson, Shauna Wachholz, Kyle Homan, and Nick Ott were approved to be added to the Fire Intern Hiring List.

#### **11. Review of Fire Fighter candidates. (Closed Session)**

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

\*\*\*\*\*

Motions were made and seconded to return to open session. Out of closed session Comm. Goldhahn reported that the Commission had discussed the Fire Fighter candidates and established a rank order for hiring when openings become available.

#### **12. Bills.**

- a. **G. Butler \$749.20**
- b. **M. Teunis \$605.79**
- c. **Able Taxi \$75.90**
- d. **St Brendan Inn \$139.00**
- e. **St Brendan Inn \$69.50**
- f. **St Brendan Inn \$69.50**
- g. **Spanish Journal \$154.70**
- h. **M. Martin \$318.66**
- i. **Indian Country Communications \$142.50**
- j. **Psychological Consultants \$450.00**
- k. **Alternative Marketing \$100.00**

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

#### **13. Set date of next meeting.**

The regularly scheduled meeting of the Police and Fire Commission is scheduled for Thursday, March 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. Nelson. Motion carried and the meeting was adjourned at 6:50 pm.

Respectfully submitted,

Lola Becker, Recording Secretary

APPROVED: \_\_\_\_\_  
Rod Goldhahn, President