

MINUTES
POLICE AND FIRE COMMISSION
Thursday, April 4, 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, and 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 March 7, 2013.

Motion made by Comm. Schimmel, second by Comm. Coates to approve the minutes of the March 7, 2013 meeting as submitted. Motion carried.

2. President's Report.

Comm. Goldhahn had nothing to report to the other Commissioners this month.

3. Communications.

A. Budget Status Report

B. Budget Spreadsheet

Comm. Goldhahn noted that the new items on the reports were mainly for recruiting. Melanie reported that additional invoices had come in since the report was prepared and the recruitment account balance is getting very low. Melanie informed the Commissioners that a request would be submitted to the Finance Committee to ask for contingency dollars due to this being an exceptional year with two (2) Chief recruitments in addition to police officer and fire fighter recruitments. A motion was made by Comm. Kostichka with a second by Comm. Nelson to approve the communications. The motion carried.

4. Approval of Fire Department Promotions.

Interim Chief Nieft explained that the promotions were due to the retirement of Captain April Kocken. Comm. Coates made a motion with a second by Comm. Schimmel to approve the following promotions:

- Promotion of Lieutenant Glen Sherman to Captain, effective April 10, 2013
- Promotion of Engineer Jeff Malchow to Lieutenant, effective April 10, 2013
- Promotion of Firefighter Greg Weddle to Engineer, effective April 10, 2013

5. Approval of the 2013 Police Patrol Officer Eligibility List.

Comm. Goldhahn referred to the alphabetic list of candidates and asked the Commissioners if they had any questions for Chief Molitor. Comm. Kostichka asked if the

candidates were being contacted and the Chief responded that they were. Comm. Kostichka made a motion to approve the 2013 Police Patrol Officer Eligibility List and Comm. Coates seconded it. Motion carried.

6. Report from the Chiefs.

Chief Nieft reported that the Recruit Academy had begun on Tuesday, April 2, 2013 with nine (9) very impressive young people. The Chief is asking the recruits to keep a journal during the training academy and he will use that feedback to make improvements to the academy. Captain Linssen is heading the academy for the first time so the department is providing him with all of the support they can. The Battalion Chiefs will be checking in daily and will be assisting in the recruits' evaluations. Graduation from the academy will be at 5:00 pm on May 31, 2013, and the Commissioners are invited to attend that as well as the demonstrations for the recruits' family members in the morning. Chief Nieft will get the Commissioners all of the information at a later date.

The Chief then talked about the new program, first announced in December 2012, that is up and running with Bellin Hospital. The driving force behind the program is the healthcare reform bill which specifies that hospitals may not be compensated if a patient returns within 30 days of discharge. The first component of the program with Bellin is that the Fire Department will be making contact with patients that are released from the hospital to make sure they are following up with their discharge instructions and are doing the things they need to do to get better. Secondly, the discharged patients who have internet access will be shown how to go online with Bellin and message their doctors as well as schedule additional appointments. Comm. Coates asked if this program was crossing services with social services programs or home health. The Chief said no, they would just be doing the reporting and Bellin would be making the determination if other services are needed. This program is an intermediary process that hasn't existed before. The third component is that the department will do home inspection checks to determine that the discharged patients' homes are safe. There are qualifiers and criteria that Bellin sets for the participants, such as the discharged patient must be at risk, agree to and sign off on the program, and reside in a Green Bay zip code. This is a pilot program and the department will make recommendations to Bellin if needed to improve it. An agreement between the City of Green Bay and Bellin set the pay per call at approximately \$50.

Chief Nieft informed the Commissioners that Lt. Nick Craig/Fire Education and Captain Dustin Ridings/EMS have been certified to teach the proper installation of child car seats. The program they have started allows residents to call and make appointments at the station to have their car seats inspected and be trained in proper installation. The department is now one of only two certified providers of this service in the area, as the County program was discontinued due to budget cuts.

Lastly, the Chief told the Commissioners that he has been invited to speak at a seminar at Northern Illinois University on April 18, 2013 to talk about alternate service delivery and how the Allouez merger was handled. Chief Nieft left at this time.

Chief Molitor updated the Commissioners on the first quarter 2013 City wide statistics and reported that theft rates have been reduced by 6.69% and burglaries by 2.96%. The Chief

reported that Charlie "C" District on the east side is having extraordinary success with lowering their theft and burglary rates while the near and far west side (A & B Districts) have some issues remaining and their numbers of thefts have increased. The districts are studying those incidents to determine the times of day when neighborhood thefts are occurring and one of the things they are looking at is truancy. Chief Molitor reported some of the other statistics and discussed how the districts would be addressing problem areas. While the Chief sees some progress in the first quarter, they are not where they want to be yet.

Secondly, the Chief reported that he has a traffic Lieutenant who has created a plan to look at how, where and why accidents happen. The Lieutenant has found that one of the leading factors is that cars follow each other too closely. The Chief elaborated that once the causes are identified the department will have a better idea of what to enforce. State grant money is being used to do this study. Chief Molitor reported that they continue to have talks with the union and they are getting people assigned to the traffic division. The Chief and several of the Commissioners discussed traffic issues involving roundabouts.

Chief Molitor informed the Commissioners about a pilot program the police department and City Attorney's office is developing with Wal-Mart West called "TRAP". The program, which focuses on retail theft, was copied from a similar program in Mesa, Arizona. The current process is that the store's loss prevention team detains the person, fills out the report, and then calls the police. When the officer arrives it takes approximately 1.25 hours to handle the paperwork and issue a citation. The new process will allow the store to release the person so long as the individual provides a proper ID, is cooperative, and agrees to get a citation in the mail. The store would then get a finger print from the accused and release them. The police department would use the stores' paperwork to issue the citation. They may even take the process on-line with Wal-Mart and if successful they would be able to take the process to other big box stores. Comm. Nelson asked if Municipal court would issue warrants for those who do not pay, and the Chief answered yes.

Lastly, the Chief asked if the Commissioners could meet earlier than the May monthly meeting to review more backgrounds for Police Patrol Officers. Chief Molitor said that he would let Melanie know he had five (5) more candidates for them to review and then they will set up a date. Melanie said that a special meeting could be called as long as it is noticed to the public at least 24 hours prior to the meeting. Chief Molitor left at this time.

7. Review of Fire Chief Applications. (Closed Session)

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

Motions were made and seconded to return to open session. Out of closed session Comm. Goldhahn reported that the Commission had reviewed thirty plus (30+) candidates for Fire Chief and they have selected ten (10) that they will do phone interviews with later this month. Melanie will set those up and contact the Commissioners with the date and time.

8. Bills.

a. Psychological Consultants \$450.00

- b. Caliper \$2,360.00**
- c. PennWell \$110.00**

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

9. Set date of next meeting.

Due to scheduling conflicts the regularly scheduled meeting of the Police and Fire Commission will be moved from May 2, 2013 to Thursday, May 9, 2013 at 5:00 pm in room 310 of City Hall.

There being no further business, a motion was made by Comm. Coates to adjourn. Motion was seconded by Comm. Kostichka. Motion carried and the meeting was adjourned at 7:15 pm.

Respectfully submitted,

Lola Becker, Recording Secretary

APPROVED: _____
Rod Goldhahn, President