

MINUTES
POLICE AND FIRE COMMISSION
Thursday, March 6, 2014
City Hall, Room 310
5:00 PM

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

EXCUSED: Commissioner Elizabeth Kostichka

OTHERS PRESENT: Police Chief Tom Molitor, Assistant Fire Chief Mike Nieft, and HR Operations Manager Melanie Falk

1. Roll Call

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

2. Approval of the minutes from the meeting of the Police and Fire Commission held February 6, 2014, approval of the minutes from the special meeting held January 30, 2014, and approval of the minutes from the special meeting held January 31, 2014.

Comm. Goldhahn requested a motion to approve all of the meeting minutes, as submitted. Motion made by Comm. Coates, second by Comm. Nelson. Motion carried.

3. President's Report.

Comm. Goldhahn thanked Comm. Schimmel for his 1 ½ years of service to the Police and Fire Commission. Comm. Schimmel stated that he regretted having to leave and expressed thanks for the opportunity.

4. Communications.

a. Budget Status Report

b. Budget Spreadsheet

Comm. Goldhahn commented that the budget is a little over from where it should be at this point in time. He further noted that based upon ebbs and flows of the recruitment process, it should even out as months go by. Comm. Nelson made a motion to approve the communications with a second by Comm. Coates. There was no further discussion and the motion carried.

5. Firefighter (New Recruits) Status Update.

Melanie Falk, HR Operations Manager, stated that after last month's meeting, the Commission approved 9 firefighter candidates for hire. There are 7 vacancies at the fire department and offers went out to the top 7 candidates as ranked by the Commission. All 7 candidates have accepted their offers, passed their physicals, and will be starting on Monday, March 17th.

6. Report from the Chiefs.

Assistant Fire Chief Nieft reported that the firefighter recruitment process of using the contracted service through Fox Valley worked very well and that he is very pleased and excited with the results. However, he also expressed disappointment in not being able to hire more than 7 recruits. He added that he could have easily hired candidates 8 and 9, if he had the replacement vacancies. He stated that these were high quality candidates with great skills, and he felt that they could bring a lot to the table. He added that he encouraged the 2 candidates to come back and give it another shot in the future.

On March 17th, the Chiefs will be introduced to the replacement firefighters at 9:30 a.m. at Station 4. On behalf of Chief Litton, Assistant Fire Chief Nieft extended an invitation to Comm. Goldhahn to welcome the new group. Graduation and the Citizen Awards ceremony will be held in the basement library at 5:00 p.m., on May 30, 2014, and invitations are forthcoming.

Assistant Fire Chief Nieft gave special acknowledgement and appreciation to Interim Division Chief Brent Elliott who has done an incredible job assuming oversight of the training division and running with it. Division Chief Elliott has been working to solidify the format for training, and structuring a plan for the year, as well as for the Academy. The Academy will be a couple of weeks longer this year as more instruction will be added to enable the cadets to take off in their careers. Another change for the Academy is that a qualified instructor intern will start next week to prepare and to assist Division Chief Elliot throughout the Academy. In the past, the department would post periodically for instructors to assist on certain days. Having the same person assist the team throughout the Academy will provide consistency. The training team will be comprised of Division Chief Elliot, the Training Captain Sean Linssen and the instructor intern. It is Assistant Fire Chief Nieft's opinion that this Academy will be the best that the department has ever had.

Assistant Fire Chief Nieft briefed the group on what was obtained from the UL studies. Established in 2008, this is a study that provides good science and indicates problematic areas where a department may not be doing everything exactly right in regard to fire tactics. One of the areas noted was in relation to the science of ventilation limited fire (VLF). VLF refers to fire that has used up all the oxygen in a building and no other source of oxygen is currently present. By not feeding a fire with additional oxygen, such as breaking a window, there is a better chance of controlling it. The science also showed that a firefighter does not have to cool the room that is on fire. By looking at every situation and taking the opportunity, when it is appropriate, cooling a building from the outside proves advantageous prior to entry. Hundreds of degrees of temperature change are gained with every minute of cooling water from the outside, which is not only viable for the victim, but it is also viable for firefighter attack.

Standard Operating Procedures (SOPs) have been established to lay out what and why the department is accepting UL science. Training has started with a classroom introduction to the science. Hands on training will ensue and an after-action follow up will cover what was learned and why it is being applied, ensuring that everyone

understands. The primary focus will be on locating the fire, understanding the flow path and determining what is happening in that particular building. The heart of this process change is putting the fire out with lessened injury to both the firefighter and victim.

Police Chief Molitor reported that the Police Department received a \$15,000 grant from the Green Bay Packers to help finance a dual bomb and patrol dog. In turn, the Packer organization expects that the officer and the dog will attend each Packer game to secure the stadium prior to game time.

Additionally, Chief Molitor stated that he is making plans with respect to active-shooter training. He is currently assisting the University of Wisconsin Green Bay (UWGB) and there will be some joint projects in the future. He is also trying to incorporate the Fire Department into the training. In what was learned from the Sikh Temple shooting in Oak Creek, WI, there is a certain amount of time to get to people who are injured to allow for proper recuperation from their injuries. The idea is for the Police to go into a building and designate an area that they consider warm (a perimeter that has been cleared) where fire rescue personnel can tend to the injured immediately. Chief Molitor has invited Chief Litton to training in Manitowoc to get the plan moving in the right direction.

7. Approval of Patrol Officer Eligibility List.

There were no questions. Comm. Goldhahn asked for a motion to approve. Motion made by Comm. Schimmel, second by Comm. Nelson. Motion carried.

8. Review of Patrol Officer Candidates.

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

A motion was made by Comm. Schimmel to return to open session with a second by Comm. Coates. Motion carried. Comm. Goldhahn reported that during closed session, 4 of the Patrol Officer candidates were reviewed. These 4 candidates will be placed on the hire list and were ranked by the Commission in order of hiring preference.

9. Bill

a. IPMA-HR \$2213.00

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

10. Set date of next meeting.

The next regularly scheduled meeting of the Police and Fire Commission is scheduled for April 3, 2014, at 5:00 pm in room 310 of City Hall.

A motion to adjourn was made by Comm. Coates and seconded by Comm. Schimmel.
Motion carried and the meeting was adjourned at 5:38 pm.

Respectfully submitted,

Christine Hawkes, Recording Secretary

APPROVED: _____
Rod Goldhahn, President