

MINUTES
POLICE AND FIRE COMMISSION
Thursday, April 3, 2014
City Hall, Room 310
5:00 PM

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

OTHERS PRESENT: Police Chief Tom Molitor, Fire Chief David Litton, 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 March 6, 2014.

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

3. President's Report.

Comm. Goldhahn stated that on March 17, 2014, he accepted Assistant Fire Chief Nieft's invitation to welcome the new firefighter recruits, and had a chance to sit down with each of them. Comm. Goldhahn noted that he arrived early and was able to listen to Training Captain Linssen and the other speakers, regarding the training plan. Comm. Goldhahn mentioned that he was very pleased with the depth and the thoroughness of the plan; with the professionalism that was exhibited and that all of the Chiefs were introduced to the new recruits. Comm. Goldhahn was also pleased with Interim Division Chief Brent Elliott's and Fire Chief David Litton's remarks to the new recruits. During their remarks, the new recruits were reminded that they represent the City of Green Bay and that although they are being trained; each recruit is responsible for their own development. The Chiefs also stated that each recruit will be expected to read, study and do things outside of the regular job to better themselves.

4. Communications.

a. Budget Status Report

b. Budget Spreadsheet

Comm. Goldhahn stated that there were no February charges, however, questioned a new Police Department psychiatric vendor, Tyre & Childs. Melanie Falk, HR Operations Manager, confirmed that this was a new vendor. The previous psychiatrist retired. Ms. Falk commented that at that time, members of the Professional Standards Division and Human Resources reviewed other options and selected a psychiatrist from Delafield, WI who came with excellent references and is being used by other municipalities. Tyre & Childs' cost is approximately \$45.00 more per evaluation. Comm. Coates made a

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

5. Approval of the 2014 Firefighter Recruitment Process.

Melanie Falk, HR Operations Manager, stated that Chief Litton would like to request approval to begin the process. Ms. Falk commented that the plan, once again, is to use Fox Valley Technical College and their regional hiring process as it has proven to be very successful. Chief David Litton added that the reason that this topic is being brought forward is because Fox Valley is already putting their program together to prepare for the volume of candidates that will be testing for ten municipalities. In lieu of this, Fox Valley has asked that the department sign a contract and Commission approval must be obtained in order to do so. Chief Litton reiterated that he is trying to move the process up, about a month, to get the best-of-the-best. It is his opinion that if the Academy begins in February rather than March, the department will not face as much competition from other communities. Comm. Nelson made a motion to approve the 2014 Firefighter Recruitment Process, with a second by Comm. Schimmel and the motion carried.

Comm. Goldhahn posed the question that if one wanted to look at the physical ability test and/or the written test, is this information in house or would one have to go to Fox Valley to view? Chief Litton responded that the tests are at Fox Valley and that there may be sample questions to view, however, the actual written test is kept strictly confidential. Ms. Falk commented that this is done to preserve the integrity of the tests. Chief Litton stated that with CPAP, the timed physical ability test, arrangements can be made with Fox Valley to view at any time. This test is valid and has been upheld in court on multiple occasions.

6. Report from the Chiefs.

Fire Chief David Litton followed up on the Recruit Academy stating that the recruits are finishing their third week; everything is going very well and Chief Litton is very pleased. Chief Litton stated that he and the Battalions are visiting at least once per week to emanate constant presence. Chief Litton commented that although the 11-week program is quite strenuous, a real cohesive team is emerging and that is exactly what is expected. Chief Litton encouraged the Commissioners to visit the Academy. He reiterated that if they are interested, they should let him know when they will visit and arrangements will be made. Chief Litton added that on April 4th, the recruits will be at Northeast Wisconsin Technical College (NWTC) Public Safety Facility and that this day would be a good day for the Commissioners to visit and view some interesting training processes.

Chief Litton noted that one of the things learned from last year's Academy feedback evaluations was that, at times, recruits were receiving conflicting training information. An example of this is a recruit being taught that there is one way to perform a procedure in training and then another way to conduct the same procedure in the field. Chief Litton stated that his first order to the new recruits, on their first day of training, was that if anyone received conflicting training information or comments, he wanted to know right

away. Chief Litton added that there has been an orientation with all of the instructors telling them that if such an occurrence happens again, they would be held accountable. Chief Litton stated that department guidelines and procedures dictate how the department operates in the field, and training is dictated by these same guidelines and procedures.

Chief Litton commented on recruitment activities stating that he has been to the Future Phoenix program both at Eisenhower and Jefferson School. Chief Litton explained that the Future Phoenix program is run by the University of Wisconsin Green Bay and is geared to prepare children to be college bound at all levels, enlightening them in the fact that they are able to go to college and that the pathway is there for them. Division Chief Melissa Spielman and Lynn Beno, Chief Litton's Administrative Assistant, accompanied Chief Litton to Jefferson School. It was Chief Litton's opinion that female presence may entice a girl's interest in becoming a firefighter. Per Chief Litton, the messages delivered by Division Chief Spielman and Ms. Beno were well received.

Chief Litton stated that he has also been involved in career conversations with a group of teachers from the Green Bay School District at City Hall. Chief Litton will be going to Franklin Middle School in May to discuss the career path opportunities available to all children not only in the Fire Service, but also in the Police Service and other careers within the City of Green Bay.

Two weeks ago, Chief Litton attended a career fair at NWTC for a couple of hours. Chief Litton commented that there was quite a bit of interest by attendees in the new fire-medical program.

Chief Litton commented on discussions he has had with City of De Pere officials regarding some form of a functional consolidation with their Fire Department. Chief Litton explained that the City of De Pere has trepidation about an Allouez-type merger. Per the comments received by Chief Litton, the City of De Pere's reservations are union related and they are a little concerned about their political structure. However, Chief Litton noted that De Pere's contracted Fire Chief, Jeff Roemer, prepared a report that recommended the idea of functional consolidation, similar to the Allouez merger, with the City of Green Bay. In a couple of weeks, Chief Litton stated that he will be meeting with the City of De Pere, in a workshop-type session, to present the idea of overseeing their department over a six month trial period. Chief Litton mentioned that he has had on-going discussions with Mayor Jim Schmitt regarding this topic and that it will be going to the City of Green Bay's Personnel Committee on April 22, 2014.

Chief Litton further explained that thus far, the discussions have been at the level of Fire Chief Roemer and Lawrence Delo, City Administrator. Chief Litton added that Mayor Schmitt is informed, and we are now to the point of informing the City Council on both sides.

A question was posed regarding identifiable synergies. Chief Litton explained that overall operationally, the City of Green Bay can easily come out in a good position, just

as we did with Allouez. Chief Litton added that we can improve efficiencies for the City of De Pere's administration, maintenance, training programs, public education and inspection programs.

Comm. Goldhahn commented that Chief Litton talked about the work that is being done with area grade schools regarding careers and fire services and strongly encouraged Chief Litton to target area high schools with the Fire Explorer program. Chief Litton responded that he had communicated the program at Career Conversations Day at City Hall and will be reiterating the message at Franklin Middle School, tentatively scheduled May 2nd and May 8th.

Police Chief Tom Molitor stated that it is coincidental that the Explorer program was brought up tonight as there are a couple of lieutenants, namely Tod Kulow and Pat Childs, who have shown interest in getting the Police Explorer program started again. Chief Molitor added that these lieutenants have recruited a few officers to assist. One of the officers is Liz Rocque, who was in the Police Explorer program for 13 years when she was growing up. Chief Molitor commented that the program is a good recruiting tool, and it is a great idea to get it started again. Chief Molitor mentioned that Lieutenant Kulow has presented a proposal to him to get the program started again. Comm. Goldhahn commented that the Boy Scouts would be very eager to help and offered his help in any way. Chief Molitor was appreciative of the offer.

Chief Molitor stated that tonight (April 3rd) is the opening for the Bridges Program that Natalia Sidon initiated for the Latino Community. The Program will run over a course of four Thursdays and is being held at the Green Bay Police Department. Chief Molitor commented that the opening remarks this evening will entail what the Latino Community can expect regarding traffic stops, involvement in sexual assault and domestic violence. Chief Molitor added that all of these things are sometimes difficult within the Latino Community because of language differences and because of differences regarding police expectations.

Chief Molitor explained that, without a doubt, most crimes, as well as family-type abuse crimes, are under reported within the Latino Community because people are frightened; frightened about immigration and becoming subject to ICE (U.S. Immigration and Customs Enforcement) if any amount of information is given to Police. Chief Molitor stated that this type of fear does not do the Community any good and that the department is trying to do all that they can do to build trust within the Latino Community.

Chief Molitor stated that today (April 3), the K-9 Packer donation was officially accepted via a news conference. Chief Molitor commented that the K-9 or dual bomb dog has been in training since March and the training is approximately half-way complete; it is believed that the K-9 officer will be in place by May 1, 2014, which will be perfect timing for the start of the Green Bay event season.

A question was posed regarding donation rejection. Chief Molitor assured the Commissioners that no donation is ever refused. Chief Molitor added that during the

summer, a Black & Blue fundraiser is held specifically for the K-9 unit, where donations help with canine care and maintenance and extra equipment.

7. Review of Patrol Officer Candidates.

Commissioner Goldhahn read the closed session statement. A motion was made by Comm. Coates with a second by Comm. Kostichka 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, five of the Patrol Officer candidates were reviewed and rejected. Comm. Goldhahn scheduled a special meeting to be held April 11, 2014 at 4:00 p.m. in Room 310 at City Hall to review the next group of candidates.

9. Bills

- a. Prevea Invoice 88888 \$210.00**
- b. Prevea Invoice 88959 \$2,654.50**
- c. Tyre & Childs \$495.00**
- d. Tyre & Childs \$1,980.00**

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

10. Set date of next meeting.

The next regularly scheduled meeting of the Police and Fire Commission is scheduled for May 1, 2014, at 5:00 pm in room 310 of City Hall.

A motion to adjourn was made by Comm. Schimmel and seconded by Comm. Kostichka. Motion carried and the meeting was adjourned at 6:01 p.m.

Respectfully submitted,

Christine Hawkes, Recording Secretary

APPROVED: _____
Rod Goldhahn, President