

MINUTES
POLICE AND FIRE COMMISSION
Thursday, November 6, 2014
City Hall, Room 310
4:15 PM

MEMBERS PRESENT: Commissioners Rod Goldhahn, David Nelson, Jim Coates and Nancy Schopf

MEMBERS EXCUSED: Commissioner Barbara Dorff

OTHERS PRESENT: Police Chief Tom Molitor, Fire Chief David Litton, HR Generalist Jen Smits, and Police Lieutenant Steve Mahoney

1. Roll call.

The meeting was called to order at 4:15 p.m. by President Goldhahn. Roll call was taken as noted above.

2. Approval of the minutes from the meeting of the Police and Fire Commission held September 30, 2014.

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

3. President's Report.

Comm. Goldhahn reported he attended the Police and Fire Commission Training held in Lake Delton at the end of October. He felt the discussion at the training was good. While the information from the presentations could be obtained by reviewing the book the League of WI Municipalities publishes, he felt it was valuable to hear what other jurisdictions are doing. This annual training is offered in October or November each year. Comm. Goldhahn would recommend this training to the other commissioners if they have the opportunity to attend.

Comm. Goldhahn thanked Comm. Coates and Comm. Schopf for assisting with the Battalion Chief Interviews for the Fire Department.

4. Communications.

a. Budget Status Report

b. Budget Spreadsheet

Comm. Goldhahn commented that the items on the Budget Status Report and Budget Spreadsheet were typical, consisting of physicals and psychological evaluations. He also noted that money was added from the override budget. HR Generalist Jen Smits stated the transfer of the funds has been approved; however, the money has not yet been transferred in. The Finance Director is in the process of transferring the money into the budget.

Comm. Goldhahn requested a motion to accept and place the communications on file as received. Motion made by Comm. Schopf, second by Comm. Coates. Motion carried.

5. Report from the Chiefs.

Fire Chief David Litton reported there are several upcoming retirements this year. Chief Litton has received seven official letters, and eight additional individuals have made retirement appointments with Human Resources. He stated fourteen to fifteen individuals could be retiring by the end of the year.

Chief Litton reported that the Battalion Chief Promotional List came out last week. Michael VandenAvond has indicated he will accept the position, and he began shadowing with two of the Battalion Chiefs on Monday, November 3, 2014. The reports Chief Litton has been receiving indicate that he is a quick learner, and Chief Litton believes he will do fine in this position.

Chief Litton gave an update on contract negotiations. He stated that it sounds like they have reached an impasse with the union and will be going to mediation shortly. Ultimately, depending on Council recommendation, they may end up in arbitration on a couple of matters. Chief Litton stated this happens from time to time when there are issues that cannot be agreed upon. Ultimately they may need an arbitrator to make the decision. Comm. Goldhahn questioned if these items could be shared. Chief Litton shared that his budget proposal was based on allowing nine people off on vacation on any shift, and management is looking to change this to allow seven people off on any shift. With this change, six positions could be eliminated which could result in a savings of \$500,000 without changing any service on the streets. Mathematically, everyone could get their vacation in, but there is more flexibility with the current situation. Chief Litton apprised the Commission of other items that have been discussed during negotiations.

Chief Litton gave a report on the Division Chief vacancy. Chief Litton was hoping to receive six to seven applications; however, only two applied. One of these individuals has indicated he would like to participate in the promotional process but is not interested in the job at this time. The other individual went through the Battalion Chief process. Chief Litton stated they are currently evaluating this situation to determine how to proceed.

Police Chief Tom Molitor gave an update on the budget proposal. The proposal has been approved by the Finance Committee. The Police Department is getting full staffing, the vehicles they were looking for, etc.

Chief Molitor reported on the development of a citizen advisory group to the Green Bay Police Department. The first meeting will be held December 2, 2014 at 5:30 p.m. at Divine Temple Church. The Police Department has partnered with Dr. Peter Kellogg, a retired professor from UW-Green Bay who is connected with the Green Bay Multicultural Resource Center. The idea behind developing this group is to bring different people together to discuss problems and possible solutions so that everyone is represented. The goal is to connect people in the community with neighborhood watches and the Police Department and to ensure that all members of the community are included.

Chief Molitor reported the Police Department is continuing their internal staffing study. The Police Department has involved several union board members to assist in the study. The union board members are very interested in participating in this study. A challenge the Police Department is facing is difficulty pulling the data out of the systems they are using, so it is difficult to determine the correct service levels. Due to this challenge, the Police Department will be doing informal studies where five individuals from each shift will provide a one week snapshot. This will be completed four times a year to give an idea of the current status. A lot of the analysis on paper doesn't look the same as the real world, but this study will hopefully give some generalizations.

6. Voluntary removal of a Patrol Officer Candidate.

Comm. Goldhahn reported one individual requested to be taken off the list because he is moving to live closer to his fiancé/girlfriend in another area.

Comm. Goldhahn requested a motion to remove the Patrol Officer candidate from the list. Motion made by Comm. Coates, second by Comm. Schopf. Motion carried.

7. Review of a Patrol Officer Candidate. The Commission may convene in closed session pursuant to Sections 19.85(1)(c) and (f), 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. A motion was made by Comm. Coates with a second by Comm. Nelson to go into closed session. Motion carried.

A motion was made by Comm. Coates to return to open session with a second by Comm. Schopf. Motion carried. Out of closed session Comm. Goldhahn reported one Patrol Officer Candidate was reviewed, and it was decided to remove the individual from further consideration for hire.

8. Bills.

Comm. Goldhahn commented most of the bills were physicals and psychological evaluations and the annual fee for Patrol Officer Ergometrics testing. Ms. Smits shared that we were able to negotiate a discount with Ergometrics. Typically there is a 20% discount the second year and years thereafter; however, Ms. Smits requested a discount for the first testing process and Ergometrics allowed the discount.

Comm. Goldhahn requested a motion to approve the bills. Motion made by Comm. Schopf, second by Comm. Coates. Motion carried.

9. Set date of next meeting.

Due to scheduling conflicts, the regular meeting of the Police and Fire Commission scheduled for December 4, 2014 will be moved to Thursday, December 11, 2014, at 4:15 p.m. in Room 310.

10. Patrol Officer Interviews. Please take notice that pursuant to §19.85 (1) (c) and (f) Wisconsin Statutes, the Commission may convene in closed session for the purpose of interviewing, evaluating and considering employment of Patrol Officer candidates.

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

A motion was made by Comm. Coates to return to open session with a second by Comm. Schopf. Motion carried. Out of closed session Comm. Goldhahn reported the Commission had conducted interviews with the final seven Patrol Officer candidates.

With no other items on the agenda, Comm. Goldhahn requested a motion to adjourn the meeting. Motion made by Comm. Coates, second by Comm. Nelson. Motion carried.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Lindsay Kiesow, Recording Secretary

APPROVED: _____
Rod Goldhahn, President