

MINUTES (AMENDED)
POLICE AND FIRE COMMISSION
Thursday, May 5, 2016
City Hall, Room 310
3:00 PM

MEMBERS PRESENT: President Rod Goldhahn, Vice-President David Nelson, Commissioners Nancy Schopf and Justin Mallett (Comm. Mallett arrived at 3:12 p.m.)

OTHERS PRESENT: Police Chief Andrew Smith, Fire Chief David Litton, HR Operations Manager Melanie Falk, HR Generalist Jen Smits and Lt. Ben Allen

1. **Roll call.**

The meeting was called to order at 3:00 p.m. by President Goldhahn. Roll call was taken.

2. **Approval of the minutes from the meeting of the Police and Fire Commission held April 7, 2016, and approval of the minutes from the special meetings held on April 11 and April 13, 2016.**

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

3. **President's Report.**

Comm. Goldhahn reported that he had nothing new to report, noting that upcoming graduation and inspection dates would be covered under the Chief's Report.

4. **Approval of Patrol Officer Eligibility List.**

Information related to the Patrol Officer interviews was included in the agenda packet. Comm. Goldhahn indicated that applicants were placed on the eligibility list alphabetically. Scores were used to determine the order of review. Applicant names will be kept on file for one year.

Motion made by Comm. Nelson, seconded by Comm. Schopf to approve the Patrol Officer Eligibility List. Motion carried.

5. **Report from the Chiefs.**

Police Chief Andrew Smith highlighted the following Police Department activities during the last reporting period:

Crime – Chief Smith reported an increase in the categories of sexual assault, robberies, and aggravated assault. Other crime cases have seen a fluctuation from 16% to 22%. A significant home invasion resulted in a man being taken into custody within six hours. This individual, recently out of prison for a homicide, was from Chicago. He had been seen by two female officers previous to this incident at which time he appeared suspicious, and the officers collected the necessary information. Because of their work and the description provided to law enforcement after the home invasion, he was picked up.

Comm. Schopf asked if this incident was related to recent break-ins on the west side in the Oakwood area. Chief Smith stated he was unaware of crime in that area and would check on this.

Chief Smith also reported on two shootings, one occurring on Heather Street and one on Mason Street. Both were related to narcotics.

Organizational Structure of the Department – Officers have been working on a new organizational structure and a proposal was distributed to Commission members. Chief Smith explained that at this time there are nine Captains but no Commanders. The proposal,

although still a work in progress, would request two Commanders. A Commander of Investigations and a Commander of Operations, leaving seven Captain positions. The Commander positions would be filled through an interview process. He would like to see an interview team of three and asked for a volunteer from the Commission. A team meeting will be scheduled within the next few weeks.

Comm. Schopf asked the difference between the Commanders and the Captains. Chief Smith explained that the Commanders would oversee the Captains in Operations. As the process continues, he will bring forward information related to internal procedures and allocation of resources, accountability, etc.

Chief Smith reported that in the last year 19% of the crime has been related to retail theft, primarily in five locations. A Task Force will be appointed to work on this in an attempt to solve the problem.

On Saturday, May 14th beginning at 8 a.m., an Inspection will be held at the Police Department. The Mayor is scheduled to speak, and there will be a formation with a 21-gun salute, pictures, and SWAT Team, motorcycle and canine demonstrations, followed by a cookout. Approximately 140 officers will participate, along with attendance by family members and community leaders.

Fire Chief David Litton highlighted the following department activities:

Fire Academy Graduation

On Friday, May 13th, the graduation will be held at the Public Safety Training Center at NWTTC. Details have been forwarded to the Commission members. The day will begin at 9 a.m. with demonstrations/evolutions, followed by the graduation ceremony at 5 p.m.

Chief Litton reported that Cody Johnson will be taking over the lifesaving education position.

Chief Litton explained that The Fox Valley Technical College hiring process is underway with applications for the Firefighter position due by June 3rd. Notice has been published on the Green Bay City website, on the Green Bay Metro Facebook page, on the Chief's personal Facebook page, on Twitter, and it will be posted in the Press Gazette soon. Chief Litton stated that six or seven retirements are expected by year end.

- 6. Recommendation of Appointment of Battalion Chief:** The Commission may convene in closed session pursuant to Section 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 exercises 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.

Motion made by Comm. Nelson, seconded by Comm. Mallett to enter into closed session.
Motion carried.

Motion made by Comm. Mallett, seconded by Comm. Nelson to return to open session.
Motion carried.

Report out of Closed Session: The Commission unanimously approved David Kolz for the position of Battalion Chief.

7. **Recommendation of Appointment of Assistant Fire Chief of Operations.** The Commission may convene in closed session pursuant to Section 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 exercises 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.

Motion made by Comm. Nelson, seconded by Comm. Schopf to enter into closed session.
Motion carried.

Motion made by Comm. Mallett, seconded by Comm. Schopf to return to open session. Motion carried.

Report out of Closed Session: The Commission unanimously approved Rob Goplin for the position of Assistant Fire Chief of Operations.

8. **Communications.**
a. Budget Status Report
b. Budget Spreadsheet

Comm. Goldhahn reported there is only one item on the report and it is relative to a psychological evaluation conducted for Patrol Officer hiring. All items are in line with the budget.

Motion made by Comm. Schopf, seconded by Comm. Nelson to receive and place on file.
Motion carried.

9. **Bills**
The bill presented is related to the psychological evaluation for Patrol Officer hiring.

Motion made by Comm. Mallett, seconded by Comm. Nelson to authorize payment of bills.
Motion carried.

10. **Set date of next meeting.**
The next meeting will be held on Thursday, June 2, 2016, at 3:00 p.m. in Room 310 of City Hall.

With no other items on the agenda, Comm. Goldhahn requested a motion to adjourn the meeting. Motion made by Comm. Schopf, seconded by Comm. Nelson to adjourn at 3:45 p.m.
Motion carried.

Respectfully submitted,

Rae G. Knippel,
Recording Secretary

APPROVED: _____
Rod Goldhahn, President