

MINUTES
POLICE AND FIRE COMMISSION
Thursday, September 1, 2016
City Hall, Room 310
3:00 PM

MEMBERS PRESENT: President Rod Goldhahn, Commissioner Nancy Schopf, Commissioner Marian Boyle Rohloff, Commissioner Warren Wanezek

OTHERS PRESENT: Police Chief Andrew Smith, Fire Chief David Litton, Melanie Falk, HR Operations Manager

1. Roll call.

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

2. Approval of the minutes from the meeting of the Police and Fire Commission held August 4, 2016.

Motion made by Comm. Schopf, seconded by Comm. Wanezek to approve the meeting minutes of August 4, 2016.

3. President's Report.

Comm. Goldhahn welcomed the two new Commissioners, Rev. Marian Boyle Rohloff and Attorney Warren Wanezek.

4. Report from the Chiefs.

Police Chief Andrew Smith reported the following:

- In addition to the Community Policing Officers and School Resource Officers, a Police Officer was sent to every grade and elementary school in Green Bay to greet the kids on the first day of school.
- There are two Quarter horses and two Belgian horses that the Police Department will be using for horse detail. There will be a kick off at 1:00 p.m. next week at Bay Beach. Police Officers are currently being trained.
- The Police Foundation fundraiser is scheduled for September 12, 2016 at 4:30 p.m. at Titledown Brewing Company. The Police Foundation is a 501(c)(3) organization that raises funds for needed police equipment, such as vests and helmets. The fundraising is going very well.
- A new command vehicle was purchased this summer for \$229,000. The budget was set at \$350,000. The command vehicle is being renovated and will make its debut at an upcoming City Council meeting.
- A crime update report is sent to the Commissioners every Monday detailing the crimes that have occurred in Green Bay during the prior week. The biggest threat is retail theft. There have been no shootings in Green Bay since May 14, 2016.
- Police Officers will be given the option to wear a breast cancer awareness badge for one week in October. Each badge costs \$75, and \$3,500 has been raised as of date.
- The Bring Your Own Five basketball tournaments wrapped up with a barbeque. These tournaments allowed the officers to connect with young people that they typically do not connect with.
- There are a few positions that the department is in the process of filling – one full-time Youth Officer and two full-time Mental Health Officers.

- The Animal Regulations Officer is retiring. This position may become a sworn position because it performs the same tasks as Police Officers, such as taking enforcement action in residents' homes to remove animals.

Fire Chief David Litton reported the following:

- The Fire Department participated in the first phase of active shooter training at Preble High School in conjunction with the Police Department. A Rescue Task Force is being established, which will place medics under the protection of the Police in the event of an active shooter situation. The Police will secure the area and allow the medics to treat people in order to avoid loss of life.
- There will be six to eight retirements this year and eight job openings. The recruitment testing material from Fox Valley Technical College will arrive soon and approximately 30 interviews will be conducted shortly thereafter. The recruitment process will be moved up a few weeks to ensure that the new recruits are able to complete their training at NWTC prior to scheduled construction work on the campus.
- The budget process is currently underway, and the Fire Department will be submitting two requests to change the Table of Organization:
 - 1) Reclassify one Fire Fighter position to a Fire Investigator position in the Fire Marshall's office, which will result in a fiscal impact of approximately \$20,000.
 - 2) Place an ambulance at Station 7 because the average wait time is nine minutes, while the national standard is six minutes. The department is able to staff the ambulance at about 25% of the time with the current number of staff, and will be requesting the addition of two people this year, two in 2018, and two in 2019.
- Five Wings of Life acknowledgements have been given in the past two weeks.

5. Communications.

- a. Budget Status Report
- b. Budget Spreadsheet

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

6. Bills.

Motion made by Comm. Wanezek, seconded by Comm. Schopf to authorize payment of the bills. Motion carried.

7. Set date of next meeting.

The next meeting will be held on Thursday, October 6, 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. Boyle Rohloff, seconded by Comm. Wanezek to adjourn at 3:40 p.m. Motion carried.

Respectfully submitted,

Rayme Van Beaver
Recording Secretary

APPROVED: _____
Rod Goldhahn, President