

Meeting Minutes

Police & Fire Commission

December 12, 2006, 4:31 p.m.

Roll Call: Commissioners Judy, Meyer, Rice, Schleih and Taylor

Also Present: Deputy Chief Tracey Kujawa, Captain James Dowling, Alderperson Randy Stroik, Alderperson Bernice Sevenich

Index of these Minutes:

2. Adjourn into executive session (approximately 4:30 p.m.) pursuant to Wis. Stats. ss. 19.85 (1) (b), (c), (e) and (f) for the following: a. Police officer applicant interview; b. Probationary firefighter/paramedic interviews (2); c. Updates on Police and Fire labor negotiations, mediation, arbitration and personnel issues

3. Reconvene into open session (approximately 5:00 p.m.) for possible action on item numbers 2(a) and 2(b).

4. People to be heard and announcements

5. Approval of Minutes - November 14, 2006 and November 27, 2006

6. Confirmation of Bills

7. Fire Chief's Report

8. Police Chief's Report

9. Adjournment

2. Adjourn into executive session (approximately 4:30 p.m.) pursuant to Wis. Stats. ss. 19.85(1) (b), (c), (e) and (f) for the following:

a. Police Officer applicant interview;

b. Probationary Firefighter/paramedic interview (2);

c. Updates on Police and Fire labor negotiations, mediation, arbitration and personnel issues.

Commissioner Taylor moved, seconded by Commissioner Schleih, to adjourn into executive session.

Roll call: Ayes: Commissioners Judy, Meyer, Rice, Schleih and Taylor

Nays: None. Motion carried.

3. Reconvene into open session (approximately 5:00 p.m.) for possible action

Commissioner Rice moved, seconded by Commissioner Taylor, to reconvene into open session.

Roll call: Ayes: Commissioners Judy, Meyer, Rice, Schleih and Taylor

Nays: None. Motion carried.

Commissioner Meyer moved, seconded by Commissioner Schleih, to make a conditional offer of employment to police officer applicant Jeremy Mueller.

Roll call: Ayes: Commissioners Judy, Meyer, Rice, Schleih and Taylor

Nays: None. Motion carried.

Commissioner Taylor moved, seconded by Commissioner Meyer, to approve Probationary Firefighters Joseph Brown and David Briggs to regular status upon the successful completion of their probationary periods.

Roll call: Ayes: Commissioners Judy, Meyer, Rice, Schleih and Taylor

Nays: None. Motion carried.

4. People to be heard and announcements

Bernice Sevenich voiced concerns over the injury that occurred at this year's Christmas Parade. The Chief has met with Jami Gebert, the Main Street Manager, to work out possible solutions to prevent injuries at future parades.

5. Approval of Minutes

Commissioner Meyer moved, seconded by Commissioner Taylor, to approve the minutes of November 14, 2006 and November 27, 2006 meetings.

Ayes, all; nays, none. Motion carried.

6. Confirmation of Bills

Commissioner Rice moved, seconded by Commissioner Taylor, to accept the confirmation of the November 2006 bills.

Ayes, all; nays, none. Motion carried.

7. Fire Chief's Report:

Chief Barnes reported:

- **The Hazardous Materials response capability for Portage County has been established. The Village of Whiting Fire Department will provide full coordination by providing the operations level while Waupaca County will provide a minimum of five technicians through a contract. Both contracts are being circulated for signatures.**

- **The Chief distributed information from Attorney Korom referencing the duties, responsibilities and powers of the Police and Fire Commission.**

- **The Chief distributed a memorandum detailing a decade of success stories at the Fire Department.**

- **Chief Barnes was recognized by the National Guard with two awards. The first award recognized Chief Barnes as a Patriotic Employer for contributing to National Security and Protecting Liberty and Freedom by supporting employee participation in America's National Guard and Reserve Force. The second award is a Certificate of Appreciation for outstanding support to SSG Brian Spence for his participation in fighting the Global War on Terrorism.**

- **The Department is continuing in the process of assisting fire responder groups to upgrade their level of care to EMT basic. This is in concert with the 2000 EMS strategic plan.**

- **The Department has finished creating their medication management system and is in the process of completing the arrangements with one vendor for purchase of specialty medication.**

• On December 12th there was an accidental spill of up to five gallons of formaldehyde inside a prep room adjacent to the surgery suite at St. Michael's Hospital. The Level A Hazardous Materials Team was called to clean up the spill.
Commissioner Schleih's moved, seconded by Commissioner Taylor, to approve the Fire Chief's Report for November, 2006.

Ayes, all; nays, none. Motion carried.

8. Police Chief's Report

Chief Morris reported:

- **Pending approval by the Commission, the final police officer candidate will begin employment with the Department in January of 2007. There will be a swear-in ceremony on Monday, January 8th at 2:00 p.m. for all four police officers.**
 - **Beginning in January of 2007 Lt. Carlson will be moved from the Administrative Division to the Operations Division where he and Lt. Kudronowicz will jointly fill the position of Operations Lieutenant. The Lieutenants will work a rotating shift schedule which will allow management staffing six days a week.**
 - **Included with the 2007 budget request was \$43,000 for relocating the dispatch center from its current position into the area that is the western end of the current records bureau area. By moving dispatch and records so they are adjacent to each other the department will be able to maximize the ability of the two similar but discrete functions to support one another.**
 - **The Justice System Project which would include the SPPD in the facility has taken another step forward in the planning process. The county reactivated the team to continue the planning process.**
 - **The first police union negotiating session was held and proposals were exchanged on Wednesday, December 6th in the City Conference room with the Teamsters Union. The clerical union and the city are attempting to settle their 2005/2006 contract so we can start bargaining on the successor agreement to that contract.**
 - **During the recently completed physical exams for new offers a problem came to light. The physical movement evaluation component had been changed by the provider over the past years without the Police Department's knowledge or input. The change has been rectified for the current police officer candidates. In early 2007 the Chief will meet with the provider to ensure the testing is completely job relevant and up to date.**
 - **The five year review of the room tax allocation plan will take place during the first quarter of 2007. The Chief has spoken to the Mayor about submitting a special event overtime reimbursement plan that would allow the department to recapture some of the cost for providing security at community wide events that otherwise strip police resources from throughout the city and that have a general public benefit or charitable aspect. Examples of such events are the holiday parades, Riverfront Rendezvous, the brewery events, etc.**
- Commissioner Taylor moved, seconded by Commissioner Meyer, to approve the Police Chief's report for November, 2006.

Ayes, all; nays, none. Motion carried.

9. Adjournment

The meeting adjourned at 6:55 p.m.

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