

City of Whitewater Police and Fire Commission
Quarterly Meeting Minutes
February 10, 2010

**ABSTRACT / SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF
THE POLICE AND FIRE COMMISSION OF THE CITY OF WHITEWATER, WALWORTH AND
JEFFERSON COUNTIES, WISCONSIN**

Vice President Bilgen-Craggs called the meeting of the Whitewater Police and Fire Commission to order at 7:12 p.m. Members present: Jan Bilgen-Craggs, Max Taylor and Rosa Verduzco. Gerald Wendt arrived at the meeting at 7:16 pm. Members absent: Mindy Triebold. Also in attendance: Councilperson Patrick Singer, Chief James Coan, and Support Services Manager Kathy Boyd.

APPROVAL OF MINUTES: Minutes from the December 14, 2009 meeting were approved unanimously on a Taylor/Verduzco motion.

AYES: Bilgen-Craggs, Taylor, Verduzco, Wendt

NOES: None

ABSENT: Triebold

CITIZEN'S COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

A. REVIEW OF PATROL OFFICER INTERVIEW QUESTIONS

At the last meeting Bilgen-Craggs and Taylor wanted to add two interview questions. After a review by the commissioners the additional questions were accepted on a Taylor/Bilgen-Craggs motion.

AYES: Bilgen-Craggs, Taylor, Verduzco, Wendt

NOES:

ABSENT: Triebold

**B. DISCUSSION OF CHIEF COAN'S ADVANCEMENT IN THE MANKATO, MN PUBLIC SAFETY DIRECTOR
HIRING PROCESS**

Chief Coan mentioned that he is one of four finalists for the position. It is overseeing, managing the police and fire departments there. He said there is no dissatisfaction with his position here, but it is an opportunity to move closer to family. Wendt asked if this was final. Chief Coan said that he would interview next week for two days. Taylor said that there wouldn't be another meeting of this body until May, but this whole interview process would be settled well before then and asked if Chief Coan would submit a letter of resignation. Chief Coan said that after next week he would call Jan to let her know the outcome. Bilgen-Craggs said that Mankato can call the Police and Fire Commission members.

C. CHIEF'S REPORT:

1. **REVIEW OF 2010 MANAGEMENT PLAN:** The Management Plan was sent to all of the PFC members. Some of the 2009 accomplishments include the Communications Center upgrade and completing the seventh Citizen's Academy. For 2010 the department will develop economical training alternatives such as online training and further develop a patrol accountability system. The department has divided Whitewater up geographically and formed the basics of a geo policing program. Chief Coan wants to refine that in 2010 by assigning officers to various areas of the city to work with neighborhoods, to work with city council members. To further strengthen ties with UW Police Department. Chief Coan has had discussions with Chief Keiderlein. The two departments are always looking for ways that they can work together. The departments train together and intermingle instructors. Possible joint operations, such as bike patrol in areas adjacent to or on campus. Enhance crime prevention efforts and team goals such as problem solving, traffic safety, community policing are due next week. Chief Coan said that he would keep the PFC updated. Bilgen-Craggs asked if there were any questions. Taylor asked how officers would be assigned to districts. Chief Coan said that there may be daily assignments such as the eastern portion of the city or each officer would be given a portion of the city that belongs to them. They would patrol and work on problem solving with neighborhoods or council persons. Other communities are using geo policing. Neighborhood groups are growing so this would be a good way to parallel. Bilgen-Craggs mentioned reading an article comparing geo policing to beat cops. Chief Coan said the officers know the community, but certain areas of the city have certain things crop up. Neighborhoods would have a liaison. When someone calls with a problem it would be assigned to that officer. In the future groups can call that officer. Officer Jennifer Ludlum is the department's Greek sorority-fraternity liaison. She does presentations and is very good at it. The concept is very similar. For example Madison has distinct neighborhoods that officers are assigned to. Taylor asked how many districts are being created. Chief Coan said there are three districts and within the district there is a zone area. Divided up into eastern, western, and central. Bilgen-Craggs said they are happy with the Greek liaison; Officer Ludlum is a very good officer they don't have to explain the history so it is helpful.

2. **PERSONNEL UPDATE**

- a) **STATUS OF PROBATIONARY OFFICERS:** Officer Kleinfeldt is off training and on his own. Officer Meyer is still in field training and doing well. The department has two good keepers.
- b) **STATUS OF EMPLOYEES ON MEDICAL LEAVES AND TRANSITIONAL DUTY:** Chief Coan said that the department has been plagued by injuries and people out with various medical conditions. Sgt. Trost was injured in the line of duty and received six stitches above his eye and a concussion during a domestic/battery situation with a combative individual and he will be out for a couple of weeks. Lt. Otterbacher is out on a medical leave and will be back next week. Officer Ludlum is out with pregnancy. Two other officers, one detective and one officer were injured off duty. One is back in a transitional duty and the other is waiting until Friday to hear about his medical update. Officer Villarello is still out on a medical leave. Unfortunately there has been a lot of overtime. The department has to fill the openings with overtime,

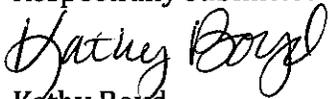
which is not preferable. Sgt. Trost and the other officer will be off for two weeks. Bilgen-Craggs asked if there were any questions. Taylor asked who was the officer that was kind of back. Chief Coan said Detective Uhl, with a shoulder surgery. He will be on transitional duty. It used to be called light duty. Most of the time they can't carry a sidearm. They don't act in any law enforcement capacity. Doing paperwork, working in the evidence area, things like that. Its work that needs to be done and gives the officer an opportunity to transition back to work. Wendt asked if it was the rotator cuff. Chief Coan said it was an old baseball injury. Taylor asked if Officer Villarello was still up in the air. Chief Coan said that she has a medical appointment in March and the department is hoping for a status update. It was off-duty injury so it doesn't impact the budget. It actually helps because the City isn't paying for that person. Taylor asked if there is money to support the overtime. Chief Coan said that it could be, however the City decides to cover. The bottom line is the department's budget is projected to be at or under even with the overtime.

Bilgen-Craggs mentioned that if the commissioners want something on the next agenda to contact her since it can't be discussed at the meetings if it isn't on the agenda. Taylor mentioned that this would be his last meeting because he is not running for reelection. Taylor said that it had been nice working with everyone. Wendt voiced that it had been nice working with Taylor. Bilgen-Craggs thanked Taylor for his service.

Bilgen-Craggs said that the next regular meeting of the PFC will be Wednesday, May 12, 2010 at 7:00p.m., which should give the City Council enough time to reappoint a Council member to the commission.

ADJOURNMENT: A Taylor/Verduzco motion to adjourn was passed by unanimous voice vote. The meeting adjourned at 7:30 p.m.

Respectfully submitted



Kathy Boyd
Support Services Manager