

City of Whitewater Police Commission
Quarterly Meeting Minutes
May 9, 2013

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

- I. Call to Order, Roll Call – Support Services Manager Boyd called the meeting to order at 6:02 pm and then called the roll.

Members present:

Jan Bilgen
Dennis Knopp
Dr. Ken Kidd

Members absent:

Dave Haberman
Dr. Mark McPhail

Also present: Chief Lisa Otterbacher, Officer Ryan Weston, and Support Services Manager Kathy Boyd.

- II. Oath of Office – Dr. Ken Kidd was sworn in as the newest police commissioner by Boyd.

- III. Election of Commission President, Vice President and Secretary - Boyd asked if there were nominations for the chair of the Police Commission. Bilgen nominated Dr. Kidd as the chair for the Police Commission, but he declined stating that he had just returned to the Commission and didn't feel it was appropriate. Knopp then nominated Bilgen with a second from Dr. Kidd. Boyd asked two more times if there were any other nominations for the chair of the Police Commission and there were none. After closing the nominations Boyd asked for a vote on the appointment of Bilgen for chair of the Police Commission.

AYES: Knopp, Dr. Kidd

ABSTAINED: Bilgen

NOES: None

ABSENT: Haberman, Dr. McPhail

At this time Boyd asked the Commission if Bilgen needed to vote to have a quorum. Bilgen stated that it was should be fine because it was majority rule, but then said that she would change her vote to aye.

AYES: Bilgen, Knopp, Dr. Kidd,

NOES: None

ABSENT: Haberman, Dr. McPhail

The motion passed by unanimous voice vote.

Bilgen took over chairing the meeting and asked the Commissioners if there were any nominations for Vice President. Knopp asked if the Commission had to vote or could they wait until the next meeting when everyone was present. Bilgen entertained a motion to table the appointment of the Vice President and Secretary until the next scheduled meeting. With a motion by Dr. Kidd and a second by Knopp the motion passed by unanimous voice vote.

AYES: Bilgen, Knopp, Dr. Kidd

NOES: None

ABSENT: Haberman, Dr. McPhail

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IV. Approval of Minutes of February 14, 2013 - On a motion by Knopp with a second by Bilgen the minutes were approved.

AYES: Bilgen, Knopp

ABSTAIN: Dr. Kidd

NOES:

ABSENT: Haberman, Dr. McPhail

V. Citizen Comments – Bilgen read the following disclaimer: *“No formal Police Commission action will be taken during this meeting although issues raised may become part of a future agenda. Participants are allotted a three to five minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens may speak to those issues at the time the Police Commission discusses that particular item.”* There were no citizen comments.

VI. Old Business – There was no old business.

VII. New Business

A. Chief of Police Report

Chief Otterbacher stated that she was going to go out of the order listed on the agenda because she had asked Officer Ryan Weston to talk to the Commissioners concerning the Axon on-officer cameras (A. 6.). Officer Weston gave an overview of how the Axon cameras are worn on the head near the eye and how they operate. Bilgen asked how long it took to download the video and Officer Weston stated that he had three hours of video and it took 10 minutes to download. Dr. Kidd asked if it was turned on at any stop and Officer Weston stated that it was policy to turn it on at any citizen contact. Knopp asked how many units the department has and Chief Otterbacher stated that there were ten units with internal storage on local servers. Dr. Kidd asked if Officer Weston tells people they are being recorded. Officer Weston stated no, but that people do ask about the camera. Dr. Kidd asked if telling people that they are being recorded changes their demeanor and Officer Weston stated that he hasn't seen any change. Dr. Kidd asked if a light comes on when recorded and Officer Weston stated that there is a chime that beeps twice when it is recording. Knopp asked if it would violate Miranda rights. Officer Weston stated no, that with a one-party recording you can record anything that you are a part of and Miranda is reading someone's rights when they are in custody. Chief Otterbacher stated that there are video cameras everywhere and people are videotaped more than they realize. Chief Otterbacher stated that there are certain laws that require interviews to be recorded, felony, children and domestic interviews. Chief Otterbacher stated that the cameras save officers time. Officer Weston stated that a drunken driving incident can be captured from beginning to end and can be uncontested. Dr. Kidd asked how much time was saved and Officer Weston stated that he saved a half hour by not having to do a recorded statement on a drug arrest. Bilgen asked if there is a recording of a juvenile or young person, could an officer show a parent what occurred. Chief Otterbacher stated that release would be based on open records law; it could be released to a parent, but to no one else. Chief Otterbacher stated that the department was able to clear a citizen complaint because everything was on video. Chief Otterbacher stated that in the future there will be an ability to use them with smart phones. Chief Otterbacher stated that the officers are not able to delete the video files. Bilgen stated that she would be interested in someone coming back in September after using the cameras over the summer. Chief Otterbacher stated that the department is the only one in Wisconsin using the Axon cameras. Chief Otterbacher stating that there will be time savings for report writing. Dr. Kidd verified that the video footage wouldn't be used

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until a trial and Chief Otterbacher stated yes. Chief Otterbacher discussed how the video would be used for trial situations.

1. Training with Whitewater Unified School District - Chief Otterbacher discussed a new response plan training with the school district, local law enforcement and the county sheriff's departments. Chief Otterbacher stated that out of the meetings schools are now locked down and everyone has to be buzzed in. Chief Otterbacher stated that there was also cognitive training with verbal scenarios. Chief Otterbacher stated that in August there will be a hands-on training. Dr. Kidd asked if the PowerPoint used in the training could be available to the Commission and Chief Otterbacher stated yes. Bilgen asked if the training would be available to staff and facility on campus. Chief Otterbacher stated that the Campus Police Department has attended all of the training. Chief Otterbacher stated that the library and the vet office (veterinarian) have asked for the training. Chief Otterbacher stated that the training is a life skill that should be used wherever people go.
2. Department Policy Review by CSI Company – Chief Otterbacher stated that the department has hired CSI to review all of the department policies. Cities and Villages Mutual Insurance Company (CVMIC) paid for half of the cost.
3. National Night Out (NNO) August 6, 2013 – Chief Otterbacher stated that National Night Out is a national event to partner with the community to be resistant to crime and disorder. Chief Otterbacher stated that it is always held on the same night throughout the country, which is on Tuesday night (August 6th). Chief Otterbacher stated that it has some similarities to the Safety Fair.
4. New Community Service Officer (CSO) Update – Chief Otterbacher stated that the department hired a new CSO, Justin Stuppy, who is a UW-Whitewater student.
5. Walworth County Alliance for Children Opens Tree House & Family Center - Chief Otterbacher stated that Det. Sgt. Tina Winger has been on the committee to get the family center built for 15 year. Chief Otterbacher stated that the center is for abused children and is a one-stop. Dr. Kidd asked if it will be used for Jefferson County and Chief Otterbacher stated yes, if our department is investigating they would use the family center. Dr. Kidd asked where it is located and Chief Otterbacher stated that it is Elkhorn on Hwy NN across the street from the Sheriff's Department.
6. Update on Axon On-officer Camera System – Discussed at the beginning of the Chief of Police Report.
7. Update on Whitewater Professional Police Association Union Contract - Chief Otterbacher skipped to VII. A. 8. then came back to discuss this issue. Chief Otterbacher stated that the contract was approved on Tuesday. Chief Otterbacher stated that the flexible spending was the holdup.
8. Status of K9 Unit Fundraising - Chief Otterbacher stated that \$15,792.81 has been raised, which includes donations from community members, business and UW-Whitewater organizations. Chief Otterbacher stated that Jan Bilgen has helped facilitate several donations. Chief Otterbacher stated that K9 Hair Care hosted a two day dog wash which raised \$905.00. Chief Otterbacher stated that other fund raisers are t-shirt sales, UW graduation rose sale, a 5K/10K run with silent auction, National Night Out, penny drive through the schools in the fall, and Walmart may pledge \$2,000 on top of donating bikes for NNO and a TV for the 5K/10K run. Chief Otterbacher stated that Round Lake Beach (IL) Police Department is retiring their K9 unit and has a car that may be available for purchase. Dr. Kidd asked how much of the \$45,000 is for the car and Chief Otterbacher stated about \$30,000. Bilgen mentioned that it will be much easier to raise funds for the dog.

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9. Police Day Reminder - Chief Otterbacher stated that the ceremony is May 15th at 4:30 in the afternoon with an open house before the ceremony from 12:00 pm to 3:00 pm.

- VIII. Future Commission Meeting Dates - The Police Commission is scheduled to meet on Thursday, September 5, 2013 at 6:00 pm in the Municipal Building Community Room.
- IX. Future Agenda Items – Bilgen asked the Commission members if they had any future agenda items and as there were none she mentioned that agenda items could be emailed to her before the next meeting in September.
- X. Adjournment - Adjournment to Closed Session, not to Reconvene per Wisconsin State Statute §19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which governmental body has jurisdiction or exercises responsibility."

A. Items To Be Discussed: Chief of Police Evaluation and Possibility of Fire Department Personnel Under the Purview of Police and Fire Commission

On a motion by Bilgen with a second by Knopp the Commissioners unanimously voted to adjourn to closed session at 6:47 pm.

AYES: Bilgen, Knopp, Dr. Kidd

NOES:

ABSENT: Haberman, Dr. McPhail

Respectfully submitted,



Kathy Boyd
Support Services Manager

**City of Whitewater Police Commission
Closed Session Meeting
Thursday, May 9, 2013**

Call to Order: Police Commission President Jan Bilgen called the closed session meeting of the Whitewater Police Commission to order at 6:50PM.

Members Present: Jan Bilgen, Dennis Knopp, and Ken Kidd

Members Absent: David Haberman, and Mark McPhail

Also Present: Police Chief Lisa Otterbacher.

The Commission discussed the Chief of Police evaluation process. In addition, the Commission discussed the possibility of overseeing the Fire Department personnel.

At _____PM Dennis Knopp made a motion to adjourn, seconded by Ken Kidd. Motion carried.

Respectfully Submitted,

Jan Bilgen, President