Police and Fire Commission
Special Meeting Minutes
November 14, 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 - Police and Fire Commission President Jan Bilgen called the meeting to order at 5:32 pm.

Members present:
Jan Bilgen, Dennis Knopp, Dave Haberman, Dr. Mark McPhail, and Dr. Ken Kidd
Also present: Chief Lisa Otterbacher, Captain Brian Uhl, and Support Services Manager Kathy Boyd.

II.   New Business

A.   Adjournment to Closed Session, 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: Interviews of Patrol Officer Candidates – 4

*Note: Only two (2) candidates were forwarded to the Police and Fire Commission for interviews.

On a motion by Bilgen with a second by Knopp the Commissioners unanimously voted to adjourn to closed session.

AYES: Bilgen, Knopp, Haberman, Dr. McPhail, Dr. Kidd
NOES: None
ABSENT: None

The Commissioners adjourned to closed session at 5:34 pm.

B.   Reconvene into Open Session at Approximately 6:30 pm – The Commissioners reconvened into open session at 6:44 pm. At this time Dr. McPhail left the meeting.

C.   Announcement of Recommendation to Chief of Police Concerning Patrol Officer Candidates – A motion was made by Haberman that the Commission certify for hiring, the two candidates brought before them. There was a second from Knopp.

AYES: Bilgen, Knopp, Haberman, Dr. McPhail, Dr. Kidd
NOES: None
ABSENT: None

The motion passed.

III.   Old Business

A.   Approval of PFC Policies
    1.   PFC Oath - On a motion by Knopp with a second by Haberman the Commissioners unanimously voted to approve the revised PFC Oath.
         AYES: Bilgen, Knopp, Haberman, Dr. Kidd
         NOES: None
         ABSENT: Dr. McPhail

2. Code of Ethics - On a motion by Bilgen with a second by Haberman the Commissioners unanimously voted to approve the Code of Ethics.
    AYES: Bilgen, Knopp, Haberman, Dr. Kidd
    NOES: None
    ABSENT: Dr. McPhail

3. Commissioner Responsibilities and Expectations - On a motion by Bilgen with a second by Dr. Kidd the Commissioners unanimously voted to approve the Commissioner Responsibilities and Expectations.
    AYES: Bilgen, Knopp, Haberman, Dr. Kidd
    NOES: None
    ABSENT: Dr. McPhail

4. Complaint Process Overview - On a motion by Dr. Kidd with a second by Bilgen the Commissioners unanimously voted to approve the Complaint Process Overview as amended.
    AYES: Bilgen, Knopp, Haberman, Dr. Kidd
    NOES: None
    ABSENT: Dr. McPhail

5. Hiring Process and Commission Involvement Policy - On a motion by Knopp with a second by Bilgen the Commissioners unanimously voted to approve the Hiring Process and Commission Involvement Policy
    AYES: Bilgen, Knopp, Haberman, Dr. Kidd
    NOES: None
    ABSENT: Dr. McPhail

IV.   Future Commission Meeting Dates - The Police and Fire Commission will plan to meet on Thursday, February 13, 2014 at 6:00 pm in the Municipal Building Community Room.

V.   Adjournment - On a motion by Knopp with a second by Haberman the Commissioners unanimously voted to adjourn.
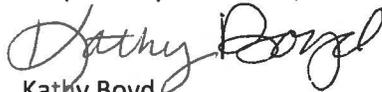
AYES: Bilgen, Knopp, Haberman, Dr. Kidd
NOES:
ABSENT: Dr. McPhail

The Commissioners adjourned at 7:10 pm.

Respectfully submitted,

Kathy Boyd
Support Services Manager

City of Whitewater Police and Fire Commission

Closed Session Meeting

Thursday, November 14, 2013

Call to order: Police and Fire Commission President Jan Bilgen called the closed session meeting to order at 5:40PM.

Members Present: Jan Bilgen, Dennis Knopp, David Haberman, Mark McPhail and Ken Kidd.

Also Present: Police Chief Lisa Otterbacher.

The purpose of the meeting was to interview two Patrol Officer Candidates. At the completion of the interviews it was agreed that both candidates would be certified for hire.

At 6:35PM the meeting was adjourned.

Respectfully Submitted,

David Haberman, Secretary