



Police and Fire Commission Meeting Minutes - April 2, 2014

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

Video and audio of this meeting can be viewed on the City of Whitewater web site at <http://www.whitewater-wi.gov/multimedia/police-fire-commission>

- I. Call to Order, Roll Call - Police and Fire Commission President Jan Bilgen called the meeting to order at 6:34 pm.

Members present:

Jan Bilgen, Dennis Knopp, Dave Haberman, Dr. Mark McPhail, and Dr. Ken Kidd

Also present: Chief Lisa Otterbacher and Support Services Manager Kathy Boyd.

- II. Old Business – There was no old business

- III. 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.”

1. Items To Be Discussed: Interview of Patrol Officer Candidate – 1

On a motion by Bilgen with a second by Dr. McPhail, 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 6:35 pm.

- IV. Reconvene into Open Session at Approximately 6:45 pm – The Commissioners reconvened into open session at 6:55 pm.

- V. Announcement of Recommendation to Chief of Police Concerning Patrol Officer Candidates – A motion was made by Knopp that the Commission certify for hiring, the candidate, Kyle Steger, brought before them. There was a second from Haberman. The motion was passed by a unanimous voice vote

AYES: Bilgen, Knopp, Haberman, Dr. McPhail, Dr. Kidd

NOES: None

ABSENT: None

- VI. Approval of Minutes – November 6, 2013 and November 14, 2013 – On a motion by Dr. Kidd with a second by Dr. McPhail the minutes were approved.

AYES: Bilgen, Knopp, Haberman, Dr. McPhail, Dr. Kidd

NOES: None

ABSENT: None

A. Chief of Police Report

1. Review of Police and Fire Commission Minutes Process –

A motion was made by Dr. McPhail to have Boyd lighten the detail of the Police and Fire Commission minutes and post the link for the recording in the approved minutes. There was a second by Haberman and the motion was passed by a unanimous voice vote

AYES: Bilgen, Knopp, Haberman, Dr. McPhail, Dr. Kidd

NOES: None

ABSENT: None

2. Whitewater School District Active Threat Training to Students - Last year the faculty was trained and this year the students. The school created the training outline and officers Valadez, Matteson and Weston trained using a PowerPoint presentation at the elementary and middle schools. The high school students were involved in a hands-on training. Dr. Kidd asked about future trainings and the Chief said that there are plans to discuss future school trainings at the annual meeting (between the PD and the schools) in September. Dr. McPhail asked about taping the training and the Chief said that there was some nervousness (on the part of the trainers) the first time, but that it would be a good option. There will be training for city employees on April 8th and 9th. Dr. Kidd asked about training for businesses and the Chief said that three businesses had already received a scaled-down version of the training. Bilgen said that she would like UW interns to do the training on August 21st. The Chief said that UW Police Services and Walworth and Jefferson County Sheriff's Office assisted with the trainings and could also help out.
3. Filling of School Resource Officer Position (formally Juvenile Officer) – Officer Saul Valadez is stepping down. Officer Jacob Hintz is the new SRO and will train in June and in August.
4. WPPA Union Negotiations for 2014 – Still in negotiations
5. K9 Unit Update – All of the necessary funds were received. There were seven (7) applicants for the K9 officer position, with Officer Joe Matteson being chosen. Officer Matteson will meet the dog, Boomer, and they will start training on April 14th. Knopp asked how long the school is and the Chief said four to six weeks.
6. Employee Meetings with the Chief – The Chief met with each bureau when she first became the chief and has now met with all employees individually. Each employee was asked to bring the answers to six questions to the meeting and the Chief has used the information to create a to-do list.

- B. Updated PFC Contact Information – The Commissioners reviewed their contact information.
- VII. Future Commission Meeting Dates - The Police and Fire Commission will tentatively plan to meet on Thursday, August 14, 2014 at 6:03 pm in the Municipal Building Community Room.
- VIII. Future Agenda Items – Bilgen requested that the Commissioners email her with any future agenda items.
- IX. Adjournment - On a motion by Dr. McPhail with a second by Dr. Kidd the Commissioners unanimously voted to adjourn.

AYES: Bilgen, Knopp, Haberman, Dr. Kidd

NOES:

ABSENT: Dr. McPhail

The Commissioners adjourned at 7:20 pm.

Respectfully submitted,



Kathy Boyd
Support Services Manager

City of Whitewater Police and Fire Commission

Closed Session Meeting

Wednesday, April 2, 2014

Call to order: Police and Fire Commission President Jan Bilgen called the closed session meeting to order 6:10PM.

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 a Patrol Officer Candidate. At the completion of the interview it was agreed that the candidate would be certified for hire.

At 6:55PM the meeting was adjourned.

Respectfully Submitted,

David Haberman, Secretary