



Police and Fire Commission Meeting Minutes – November 13, 2014

ABSTRACT / SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF THE POLICE 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-Craggs called the meeting to order at 6:30 pm.

Members present: Jan Bilgen-Craggs, Dr. Ken Kidd, Dennis Knopp, Dave Haberman Dr. Mark McPhail

Members absent: None

Also present: Chief Lisa Otterbacher, Captain Brian Uhl and Support Service Manager Kathy Boyd.
- II. Approval of Minutes – August 14, 2014 - On a motion by Dr. McPhail with a second by Dr. Kidd the minutes were approved by unanimous voice vote.

AYES: Bilgen-Craggs, Dr. Kidd, Knopp, Haberman, Dr. McPhail
NOES: None
ABSENT: None
- III. Old Business – There was no old business
- IV. 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 Candidates

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

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

The Commissioners adjourned to closed session at 6:32 pm.
 - B. Reconvene into Open Session at Approximately 7:00 pm – The Commissioners reconvened into open session at 7:08 pm.
 - C. Announcement of Recommendation to Chief of Police Concerning Patrol Officer Candidates – A motion was made by Knopp that the Commission approve Nicholas Borchardt as a Patrol Officer. There was a second from Dr. McPhail. The motion was passed by a unanimous voice vote.

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

ABSENT: None

There was a pause in the meeting at 7:09 pm in order for Chief Otterbacher to talk to the patrol officer candidate.

The meeting resumed at 7:14 pm.

- D. Discussion Concerning Use of Confidential Informants (Dr. Kidd's request) – Dr. Kidd mentioned a newspaper article that was questioning the appropriateness of confidential informants (CIs). Chief Otterbacher stated that the article was not about the Whitewater Police Department. Chief Otterbacher stated the CIs are confidential. Chief Otterbacher stated that the department establishes a working relationship with individuals who want to supply information and remain anonymous. Chief Otterbacher stated that CIs are critical to solving crime and are maintained and monitored with strict standards. Chief Otterbacher stated WILEAG (Wisconsin Law Enforcement Accreditation Group) has a chapter dedicated to CIs. Chief Otterbacher stated that the department has been accredited since 2000 and follows all standards.
- E. Chief of Police Report
1. Implementation of Cadet Program – Chief Otterbacher stated that there are twelve new cadets plus the CSOs and NSO wanted to be part of the program. The program provides adults students from technical schools and universities with a look into local government and law enforcement. Chief Otterbacher stated that there will be training each month, and in exchange the cadets will volunteer hours for special events, traffic control and non risk searches. There was an application process, interview, background check, and the cadets will have access to interior of the department, but not to secure areas. The group will meet monthly and volunteer for two events. They will be offered ride alongs and one-on-one with officers. This has been a department goal. Haberman asked how long do they stay on? Chief Otterbacher stated freshman to senior. Chief Otterbacher stated that the department will purchase the cadets uniform shirts, but nothing that looks like law enforcement, something in a bright color with cadet volunteer program embroidered on the shirt. Bilgen stated it is a great way to help grow law enforcement candidates and to consider soft skills; job interviewing, diversity and inclusion and that resources at the table could help. Chief Otterbacher stated that the cadets will walk away with quality training.
 2. Citizen Academy Set for January 21 through March 4, 2015 – Chief Otterbacher stated that the last Citizen Academy was in 2009. There will be two commissioners participating. The academy runs from January 21st through March 4th. Officer Martin is coordinating the academy and there are twelve participants
 3. Opening for Part-Time Dispatcher Position - Chief Otterbacher stated that there is an opening for a part-time dispatcher. Chief Otterbacher stated that it is challenging to keep the skill set up working two days, off five days, working three days and off five days. There are 41 applicants and there will be a test on multitasking.
 4. Sworn Staff Transitioning Back to 5/2-5/3 Schedule Effective January 1, 2015 – Chief Otterbacher stated that the 10 hour schedule created some stress and frustration. It was started in June (2014). The union vote was 10 for and 9 against, but Chief Otterbacher asked for a supermajority vote. The officers will go back to the 5/2, 5/3 schedule in January (2015).
 5. Creation of Career Resilience Team - Chief Otterbacher stated that twice as many police officers kill themselves than are killed. Several members of the department are currently

part of the Critical Incident Stress Debriefing team. The newly formed Career Resilience Team will focus on healthy living, stress reduction, health and wellness. The department applied for the Northwestern University Vicarious Trauma Toolkit, which contains all of the information to start this type of program (only three toolkits available). The team is comprised of police, fire, rescue, and university staff. Sgt Bradford is the team point of contact. The department will find out in January or February if they are a recipient.

6. K9 Unit Response to Drug Activity – Chief Otterbacher mentioned recent press releases concerning Boomer having positive hits for drugs. Chief Otterbacher stated that there was another heroin overdose recently.
7. Save the Date for the K9 5/10K Run - May 30, 2015 – Officer Elder and Dispatcher Gempler will coordinate again in 2015.

Dr. Kidd asked about officers and Narcan. Chief Otterbacher stated that Narcan, a drug that can be given via the nose, is used for heroin overdoses and can be deployed by law enforcement in the field. The department is working with the rescue squad on the protocol. Officer Elder is an EMT and can take the train the trainer course in order to train department officers.

- V. Future Commission Meeting Dates - Chief Otterbacher stated that the department is looking at bringing another patrol officer candidate before the Police and Fire Commission. After a short discussion it was determined that the Police and Fire Commission will tentatively plan to meet on Monday, January 19, 2015 at 6:30 pm or Tuesday, January 27, 2015. Bilgen asked Boyd to check meeting room availability.
- VI. Future Agenda Items – There were no future agenda items.
- VII. Adjournment - On a motion by Dr. McPhail with a second by Dr. Kidd the Commissioners unanimously voted to adjourn.

AYES: Bilgen-Craggs, Kidd, Knopp, Haberman, McPhail

NOES: None

ABSENT: None

The Commissioners adjourned at 7:36 pm.

Respectfully submitted,



Kathy Boyd
Support Services Manager

City of Whitewater Police and Fire Commission
Closed Session Meeting
Thursday, November 13, 2014

Call to order: Police and Fire Commission President Jan Bilgen called the closed session meeting to order at 6:35PM.

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

Members absent: None

Also present: Police Chief Lisa Otterbacher and Police Captain Brian Uhl.

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 7:06PM the meeting was adjourned.

Respectfully Submitted,

David Haberman, Secretary