



Police and Fire Commission Meeting Minutes – August 20, 2015

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 – Commission President Jan Bilgen called the meeting to order at 6:30 pm.
Members present: Jan Bilgen, Dennis Knopp, Dave Haberman, Dr. Glenn Hayes
Also present: Chief Lisa Otterbacher and Support Service Manager Kathy Boyd
- II. Oath of Office for New Commissioner – Common Council representative Patrick Wellnitz was absent from the meeting so the oath of office was not completed.
- III. Approval of Minutes – November 13, 2014 Closed Session, May 21, 2015 and July 28, 2015 - On a motion by Knopp with a second by Haberman the minutes were approved by unanimous voice vote.
AYES: Bilgen, Knopp, Haberman, Dr. Hayes
NOES: None
ABSENT: Wellnitz
- IV. 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.
- V. Old Business – There was no old business
- VI. 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. Item To Be Discussed: Interview of Detective Candidate (1)
 - B. And per Wisconsin State Statute §19.85(1) (d) *“Except as provided in s. 304.06 (1) (eg) and by rule promulgated under s. 304.06 (1) (em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention.”*
 1. Information on Local Militia Group

On a motion by Bilgen with a second by Dr. Hayes, the Commissioners voted unanimously to adjourn to closed session at 6:33 pm

AYES: Bilgen, Knopp, Haberman, Dr. Hayes
NOES: None
ABSENT: Wellnitz

 - C. Reconvene into Open Session at Approximately 6:50 p.m. – The Commissioners reconvened into open session at 7:30 pm.
 - D. Announcement of Recommendation to Chief of Police Concerning Detective Candidate – Haberman made a motion to certify Ben Lindsey as detective. There was a second by Dr. Hayes. The motion carried by a unanimous voice vote.

AYES: Bilgen, Knopp, Haberman, Dr. Hayes
NOES: None
ABSENT: Wellnitz

The Commission took a short break from 7:31 pm to 7:35 pm.

E. Chief of Police

1. Personnel Update

- a. Capt Uhl and Lt Gray's Last Scheduled Work Days - August 21, 2015 – Chief Otterbacher stated the Capt Uhl was hired as the chief of police for the Oregon (WI) Police Department and Lt Gray was retiring after 26 years of service. Chief Otterbacher wished them well and stated that they would be missed.
- b. Re-Organization of Department and Salary Adjustments – Chief Otterbacher stated that with the open positions it is an opportunity to look at the organization. Chief Otterbacher stated that she wants restructure to flatten the organization by eliminating the sergeant's positions and creating lieutenant positions. Chief Otterbacher indicated that there would be more opportunities for professional development and more road coverage. Chief Otterbacher stated there she was seeking for consideration two items, one that the Commission has authority over and the other which is non-sworn. Chief Otterbacher state that the communications center would now fall under the Support Services Manager and the other would be to eliminate the sergeant positions and create new lieutenant positions. Bilgen stated that the sergeants and patrol are in the union, but the lieutenants would not be. Chief Otterbacher stated correct. Bilgen stated that the Community Service Officers currently report to the Captain. Chief Otterbacher stated that they would continue to. Chief Otterbacher stated a list of positives with the change; clear chain of command and defines authority for each area, better organizational flow, the lieutenants would provide more supervisory and command level decisions, provide unity and continuity over shifts, professional opportunities would be available to six positions instead of just two positions, the lieutenant was salary, the sergeants in the union and hourly, the new lieutenants would be out of the patrol officer union, but not salary. Chief Otterbacher stated that the lieutenant's duties would be half and half between supervisory and administrative and divided between five people and the lieutenants could start their own union. Chief Otterbacher stated that this isn't unique that lieutenants at Fort Atkinson PD and Jefferson PD are hourly. Haberman asked how giving the new lieutenants more responsibilities would get them on the road more. Bilgen asked how the tasks would be broken down. Chief Otterbacher stated that most of the tasks would be done by all lieutenants. Bilgen stated that she understands the professional development aspect, but just wanted to make sure that the plan wouldn't short officers on the street. Chief Otterbacher explained the breakdown of the lieutenant duties and mentioned that the set up was this way before Chief Coan. Chief Otterbacher explained how the tasks would be divided and stated that there would be an additional officer added to the 8 pm to 4 am shift. Dr. Hayes asked what other agencies have found with this format and what have they discovered. Chief Otterbacher stated that she believes that they get more people on the road and streamline efficiencies. Chief Otterbacher stated that she hoped the sergeants would become interim lieutenants as of August 24th, which would help keep the department running smoothly. Chief Otterbacher stated that the Common Council would eliminate the sergeant's positions from the salary resolution. Chief Otterbacher stated the next step would be for the PFC to approve the changes in the positions and promotions. Chief Otterbacher stated the

lieutenants would have an hourly rate with overtime and the detective lieutenant would be included in the detective on-call. Bilgen stated what conversations and data would be gathered to see how it is meeting expectations. Chief Otterbacher stated that it would be hard without the captain, but during the staff meeting open communication was stressed. Chief Otterbacher that if issues come up there can be adjustments. Bilgen stated that this is informational and there will be no action at this time.

- c. Officer Stuppy to Solo Patrol - August 24, 2015 – Chief Otterbacher stated that Officer Stuppy has done well during his FTO training and will be solo on August 24th.
 2. Annual School Safety Meeting - September 22, 2015 – Chief Otterbacher stated that that the Whitewater Police Department, UW-Whitewater Police Services, and the Whitewater Unified School District, will take part in an Active Threat training refresher this year. Chief Otterbacher stated there will be full training in 2016.
 3. Update on Communications Bridge Project – Chief Otterbacher stated that the records management system is the first step because it ties into the (Walworth County Sheriff's Department) counties software. Communications Supervisor Melody Lentz is working on adding and verifying addresses, but needs to add Rock County and Jefferson County addresses.
 4. Preparations for Return of UW-W Students – Chief Otterbacher stated that there is a memorandum of understanding with the university with Cambridge Apartments under the responsibility of UW-Whitewater Police Services and Fox Meadows Apartments under the Whitewater Police Department. Chief Otterbacher stated that bike officers will be out on moving day. Chief Otterbacher stated that last year there were noise concerns, but UW-W has done a great job working with the city and changed the times of some of the events this year.
- VII. Future Meeting Date/Future Agenda Items - The Police Commission discussed meeting on September 2nd at noon or September 30th at 6:30 pm. The commission will need to vote on a secretary. Boyd apologized for getting the November 13, 2014 closed session minutes so late for the Commissioner's approval. Bilgen asked for any issues with the students coming back into town for the start of school.
- VIII. Adjournment - On a motion by Dr. Hayes with a second by Knopp the Commissioners unanimously voted to adjourn to closed session.

AYES: Bilgen, Knopp, Haberman, Dr. Hayes

NOES: None

ABSENT: Wellnitz

The Commissioners adjourned at 8:02 pm.

Respectfully submitted,



Kathy Boyd
Support Services Manager