



Police and Fire Commission Meeting Minutes – June 9, 2016

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 – Boyd called the meeting to order at 6:30 pm and called roll.

Members present: Jan Bilgen, Stephanie Goettl, Dennis Knopp, Dr. Glenn Hayes, Jerry Grant

Members absent: None

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

- II. Swearing-in of New Commissioner Jerry Grant – Boyd conducted the swearing-in of Commissioner Jerry Grant.

- III. Officer Elections Boyd asked for nominations for the chair of the Police and Fire Commission. Dr. Hayes nominated Bilgen with a second from Knopp. Boyd asked two more times if there were any other nominations. The motion passed.

AYES: Goettl, Knopp, Dr. Hayes, Grant

NOES: None

ABSTAINED: Bilgen

ABSENT: None

Boyd turned the meeting over to Bilgen who then asked for nominations for the vice chair of the Police and Fire Commission. Knopp nominated Dr. Hayes with a second from Bilgen. Bilgen asked two more times if there were any other nominations. The motion passed.

AYES: Bilgen Goettl, Knopp, Grant

NOES: None

ABSTAINED: Dr. Hayes

ABSENT: None

Bilgen then asked for nominations for the secretary of the Police and Fire Commission. Dr. Hayes nominated Goettl with a second from Bilgen. Bilgen asked two more times if there were any other nominations. The motion passed.

AYES: Bilgen, Knopp, Dr. Hayes, Grant

NOES: None

ABSTAINED: Goettl

ABSENT: None

- IV. Citizen Comments - *No formal Police and Fire 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 and Fire Commission discusses those particular items.* – There were not citizen comments.

V. New Business

A. Chief of Police Report

1. Department Personnel Update – Chief Otterbacher stated that the three newest officers (Tlougan, Zen and Boro) were progressing into stage four of their training and would go solo the second week of July. Staffing is down with one officer off due to a new baby. Officer Hathorn will graduate from the police academy on September 16th, start the field training the next week and go solo in December. Jessica Gardner was given a conditional offer for the open dispatcher position with a start sometime in late June.

Chief Otterbacher gave a short update on the communications bridge project and ProPhoenix software update. The department went live with the new software on June 1st. She gave thanks to Boyd, Melody Lentz and Tim Nobling for their work on software project. Grant asked when the department would be totally on line with it. Chief Otterbacher stated that the department is live now. Chief Otterbacher stated that Elkhorn Police Department and County use the same system. Chief Otterbacher stated that the next step is working with AT&T and TDS on the line transfer, which could take three to six months and then upgrading the 911 equipment to Solocom. Chief Otterbacher gave a short history of the project to Grant.

2. Annual K9 Fundraiser Update – Chief Otterbacher discussed the K9 race fundraiser indicating that approximately \$1,300 was raised. She thanked Lt. Elder and Dispatcher Gempler for the work organizing the race along with Records Technician Swartz, Boyd and Bilgen for their help. Officer Matteson and his daughter walked with canine Boomer.
3. Review of 2016 Department Goals (attached) – Chief Otterbacher discussed the 2016 goals. Grant asked where the evidence garage would go and Chief Otterbacher stated that it would be built at the city garage due to the secure fencing. Chief Otterbacher stated that Street Superintendent Chuck Nass takes care of the maintenance on the (seized) vehicles. Dr. Hayes asked about the firearms training simulator and Chief Otterbacher stated that because the department was short staffed they were unable to research. Chief Otterbacher stated that UW-Whitewater Police Services has a simulator, but it does not tabulate. Chief Otterbacher stated that the goal is to have something available to officers while they are on shift instead of shooting two times a year. Dr. Hayes asked about the volunteers. Chief Otterbacher explained the cadet program, indicating that Detective Schleis is running the program. Chief Otterbacher stated that the senior volunteers would be the same type of volunteer program. Chief Otterbacher stated that Officer Oliver is the senior coordinator and conducted the Fairhaven Senior Citizen Academy and would work with the Crime Prevention Team to build the senior volunteer program.

4. 2015 Citizen Complaints (attached) – Chief Otterbacher stated that the 2015 citizen complaints would be published in the annual report, which has not been released yet, but will be posted on the web site when completed. Grant stated that he would like to digest the report and bring it up at the next meeting. Chief Otterbacher. Knopp asked if arrests were up or down due to the on-officer cameras. Chief Otterbacher stated that the cameras are helpful. Knopp asked if they were worth it. Chief Otterbacher shared a domestic and officer battery call in which the officer indicated that the camera was the best piece of equipment. She discussed the benefits of the cameras. Grants stated that they may not see the camera, but they see the badge and gun. Bilgen stated that she has used the video two times and it is beneficial to see what happened. Grant asked if there are problems with the news media showing short (video) shots. Chief Otterbacher stated before retiring she would like to have all press releases go through the department’s Facebook account. She indicated that some of the video is considered as evidence and can’t be shared, but someone with a cell phone releases the video.

- VI. Future Meeting Date – The Commission set a tentative date of August 18th at 6:30 pm for their next meeting.
- VII. Future Agenda Items – Review of citizen complaints, review of the Police and Fire Commission Code of Ethics and complaints and hiring processes.
- VIII. Adjournment - On a motion by Dr. Hayes with a second by Goettl, the Commissioners unanimously voted to adjourn.

AYES: Bilgen, Goettl, Knopp, Dr. Hayes, Grant

NOES: None

ABSENT: None

The Commissioners adjourned at 7:02 pm.

Respectfully submitted,



Kathy Boyd
Support Services Manager