City of Whitewater Police Commission
Quarterly Meeting Minutes
May 12, 2010

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

CALL TO ORDER, ROLE CALL: Support Services Manager Kathy Boyd called the meeting of the Whitewater Police Commission to order at 7:05 p.m. Members present: Jan Bilgen-Craggs, Jerry Wendt, Rosa Verduzco, Max Taylor, and Dennis Knopp. Members absent: None. Also present were Chief James Coan and Lieutenant Lisa Otterbacher.

OATH OF OFFICE: Boyd administered the oath of office to all Police Commission members.

ELECTION OF OFFICERS: Boyd asked for nominations for President of the Police and Fire Commission. Wendt nominated Bilgen-Craggs, with a second from Verduzco. The motion was passed by unanimous voice vote.

CONVENE INTO CLOSED SESSION: At 7:08 pm Bilgen-Craggs asked for a motion to convene into closed session to interview three patrol sergeant candidates and one patrol officer candidate, to reconvene per Wisconsin State Statue §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." There was a motion from Verduzco and a second from Taylor. The motion was passed by unanimous voice vote. Boyd stepped out of the closed session.

RECONVENE INTO OPEN SESSION: At 9:30 pm Taylor made a motion to reconvene into open session with a second from Knopp. The motion was passed by unanimous voice vote.

ANNOUNCEMENT OF RECOMMENDATION TO CHIEF OF POLICE: A motion to recommend approval of all three patrol sergeant candidates was made by Taylor with a second by Verduzco. The motion was passed by unanimous voice vote. A motion to recommend approval of the patrol officer candidate, William Becker, was made by Wendt with a second by Taylor. The motion was passed by unanimous voice vote.

APPROVAL OF MINUTES: Minutes from February 10, 2010 were approved unanimously on a Bilgen-Craggs/Verduzco motion.
AYES: Bilgen-Craggs, Wendt, Verduzco, Taylor and Knopp
NOES: None
ABSENT: None

CITIZEN'S COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS:

A. CHIEF'S REPORT:

1. PERSONNEL UPDATE:

a) STATUS OF PROBATIONARY OFFICER
Chief Coan said that Officer Dan Meyer is off of field training and on his own. Dan did very well in training and had favorable reviews of his training period. Chief Coan mentioned that it was good to have another officer.

b) STATUS OF EMPLOYEES ON MEDICAL LEAVE AND TRANSITIONAL DUTY
Chief Coan said that Officer Ludlum is on pregnancy leave and is due to deliver her baby this week. She will be out for eight weeks and back before school starts. Bilgen-Craggs requested that the Police Commissioners be notified when the baby is born so that they can send a card. Chief Coan said that Office Vander Steeg was injured in the line of duty and received a fracture of the foot. He was out for a short time, but started back to work on Tuesday. The Chief said that the department has been hurting staffing wise so it is a relief to get Adam back and Dan Meyer out on his own. Officer Zena Villarello was on leave for a year due to an off duty injury and has informed the department that she can no longer perform the duties of a police officer. Her separation of service from the Police Department will be on May 22nd. There is now another opening so there will be another hiring process. It may mean a special session to bring the Police Commission back to interview however many candidates the Police Department gets in this upcoming interview process. Bilgen-Craggs asked for a ballpark number. Chief Coan said there will be 10 or more within the next two to three weeks. They will go before the Field Training Officers and then before the police administration, so possibly three weeks. Lt. Otterbacher mentioned that with background checks it may be four weeks. Chief Coan said that the dates can be flexible and if the Police Commission wanted to meet in the afternoon or evening it could be accommodated. Chief Coan said that there needs to be three people for a quorum. Bilgen-Craggs asked if there were any standing times that are not good. Wendt said that Sundays are not good for him. Knopp mentioned that anytime after 1:00 pm is fine for him. Taylor said that Mondays and Tuesdays are good for him and Verduzco said Wednesday's are not good for her. Bilgen-Craggs said to shoot for Monday's or Tuesday's after 1 pm.

The next regular meeting of the PFC will be August 11, 2010 at 7:00p.m. Bilgen-Craggs mentioned to the Police Commission to send agenda items to her one week before the meeting.

Taylor mentioned he received an invitation for Police Day. Chief Coan said that the ceremony is on Friday of next week at City Hall.

ADJOURNMENT: A Taylor/Wendt motion to adjourn was passed by unanimous voice vote. The meeting adjourned at 9:40.m.

Respectfully submitted

Kathy Boyd

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Support Services Manager