



Police and Fire Commission Meeting Minutes – August 18, 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 – Hayes called the meeting to order at 6:32 pm and Swartz called the roll.
Members present: Dennis Knopp, Jerry Grant, Glenn Hayes
Members absent (reason): Jan Bilgen (attending a funeral out of town), Stephanie Goettl (unknown)
Also present: Chief Lisa Otterbacher and Records Technician Cathy Swartz
- II. Approval of Minutes March 10, 2016 (including closed session minutes) - On a motion by Knopp with a second by Grant the minutes were approved by unanimous voice vote.
AYES: Knopp, Grant, Hayes
NOES: None
ABSTAINED: None
ABSENT: Bilgen, Goettl

Approval of Minutes April 26, 2016 (including closed session minutes) - On a motion by Knopp with a second by Grant the minutes were approved by unanimous voice vote.
AYES: Knopp, Grant, Hayes
NOES: None
ABSTAINED: None
ABSENT: Bilgen, Goettl

Approval of Minutes June 9, 2016 - On a motion by Knopp with a second by Grant the minutes were approved by unanimous voice vote.
AYES: Knopp, Grant, Hayes
NOES: None
ABSTAINED: None
ABSENT: Bilgen, Goettl
- III. Citizen Comments - Hayes 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.
- IV. New Business
 - A. Commission Review of Police & Fire Commission Code of Conduct, Responsibilities and Expectations, Complaint Process, and Hiring Processes

Police & Fire Commission Code of Ethics – No Revisions

Police & Fire Commission Responsibilities and Expectations – No Revisions

Police & Fire Commission Complaint Process – Hayes has a revision on behalf of Bilgen as she could not be here tonight. As President of the Police and Fire Commission Jan has noted that a non-criminal complaint about command staff and specifically Chief in our police department requires a Department of Investigation of the State of Wisconsin or regional Sheriff's office to have an investigation and that really bogged down the process. There is a

lot of time involved and there is some times that we couldn't get the cooperation of an external agency. Therefore Hayes wanted to entertain a motion that the City Manager, City Attorney, and the Police and Fire Commission President meet to discuss an equitable and fair way to review non-criminal complaints against command staff and against the chief. Grant voiced he would not make that motion. Hayes noted that it would be an exploratory meeting to bring something back to the commission. Hayes noted that the current process deterred investigations because we are required to get external agencies and no external agencies will do it. He notes these are for non-criminal complaints, criminal complaints still go to Department of Criminal Investigations. Hayes says we haven't been able to get any real resolution on any non-criminal complaints and that's the problem, so the thought would be that we'd ask the City Manager and the City Attorney to meet with the Chair of the PFC to see if they could come up with an alternative process solely for non-criminal complaints that would be equitable and fair to all parties concerned. Grant asked how many complaints have we had to where we've requested this external assistance and never got it. Hayes believed the past two. Chief mentioned the one with Kraayvanger's concerns the city hired a private attorney and the investigation was done by him; the second one, the anonymous complaint, she was unsure how that was handled. Hayes mentioned that Bilgen said in this anonymous complaint, she went to three or four different agencies and they said no there's nothing there, it's not a criminal complaint, we don't have the resources, and we don't have the time. Grant mentions that this process would just be looked into not changed at this time. Hayes says the motion that he's requesting is that we request the City Manager, City Attorney and PFC Chair meet to see if they can come up with an alternative process, solely for non-criminal complaints, that is deemed fair and equitable, with the city attorney, legal, and they would bring that back to us and we would decide if we would approve it or not.

On a motion by Grant with a second by Knapp to ask the City Manager, City Attorney and the Police and Fire Commission Chair to meet to determine if they can and then report back to us, to have Jan report back to us or the City Attorney, if there is a more effective, and yet fair and equitable and just, process to investigate non-criminal complaints about command staff and or chief. That's the motion. It's just an exploratory report.

AYES: Knopp, Grant, Hayes

NOES: None

ABSTAINED: None

ABSENT: Bilgen, Goettl

Police & Fire Commission Whitewater Police Department Hiring Processes – No Revisions

B. Chief of Police Report

1. Department Personnel Update

Officer Hathorn is still in the police academy and is scheduled to graduate on September 16th. He will begin his field training the following week. And we hope to have him on the road solo by the end of December. We are currently at full staff. Chief expressed her appreciation to the Officers and Dispatchers for their time and commitment that they put in during this time. Hayes wished to express gratitude on behalf of the PFC and the community to the officers for the time that the officers have put in as well.

Our Dispatcher Jessica Gardner is progressing very well in her training and scheduled to be released from training in early October.

Our CSO Kasey Miller is progressing very well in her Community Service Officer training and he should be released in early September.

2. 2017 Goals

Draft copy of goal was given out to PFC Members. These are obtained from our staff meetings and from our strategic plan. Any questions, concerns, or input.

Grant – Question on .40 caliber transition to 9mm. Wanted to know how long we've been with the .40 caliber pistol. Chief said 10 years. Grant wanted to know why the PD went from 9mm to .40 caliber? Chief didn't know exactly why but it was a good Tactical weapon. She said the new 9mm coming out the officer like it better, the PD had a chance to test them on the most recent qualification and everyone really liked the new style weapon.

Hayes – Question on #7 – Assess Radio coverage and necessary enhancement: 3rd line, should it read “and implement routers”. Chief said voters is correct. Hayes would like it explained. Chief can't explain it exactly because Melody is the communication expert, but basically a voter is the thing helps enhance the signal coming from the tower to help the signal come around the buildings, trees, etc.

Chief - The goals will be routed around the member of the Police Department and then they will go to Cameron to go into the budget.

Hayes - Any questions for Chief?

Grant – Do you have any radio dead spots in town? Chief - Yes. A specific undisclosed area in town.

3. Response Plan for Start of UW-Whitewater Fall Semester

Chief welcomed back our university students. Chief complimented the campus on the how well organized the move in has become. We take the opportunity during this time to make positive connections with people moving. We will have three sets of bike teams between the City, University and County out on bikes, making positive connections, inappropriate signage is take down, give out good brochures, and welcome them.

Today, we met with University and Walworth County preparing for the fall events. We came up with dates that we may need additional assistance or collaboration of resources, personnel and equipment.

Working with Professor Toms, Public School Superintendent, several city officials and university personnel to coordinate a community unity, solitary, and open communication rally in support of building diversity through trust and open communication. Try to proactively address people concerns. Chief is excited to be a part of this meeting. Hayes commends Chief and everyone that involved with this.

Grant – Is September 4th is Student Move in Day? Yes.

V. Future Meeting Date – The Commission set a tentative date of October 4, 2016 at noon for their next meeting for the Detective Interview.

Future Commission Meeting Dates - The Police Commission set a tentative date of November 9, 2016 at 6:30 pm in the Municipal Building Community Room.

VI. Future Agenda Items – None

VII. Adjournment - On a motion by Knopp with a second by Grant the Commissioners unanimously voted to adjourn to closed session.

AYES: Knopp, Grant, Hayes

NOES: None

ABSTAINED: None

ABSENT: Bilgen, Goettl

The Commissioners adjourned at 7:00 pm.

Respectfully submitted,

Cathy Swartz

Records Technician