

City of Elkhorn Police and Fire Commission
MINUTES
October 24, 2006 – 7:00 PM
City Hall Lower Conference Room

Commission Members Present: Brad Wales, Paul Martell, Dana Kelnhofer, Howard Sawyers, Jim Henriott arrived late.

Also Present: Counsel Liaison Charles VanDyke.

- I. **Meeting called to order at 7:02 PM by President Brad Wales.**
- II. **Roll Call:** Commission members listed above were present, with Commissioner Henriott arriving at 7:20 PM.
- III. **Withdrawals from Agenda:** There were no withdrawals from the agenda.
- IV. **Approval of Agenda:** Motion (Kelnhofer/Sawyers) to approve the agenda. Motion carried by majority present.
- V. **Approval of Minutes:** Motion (Sawyers/Martell) to approve the July 26, 2006 minutes. Motion carried by majority present.
- VI. **Public Comment:** There was no one from the public present for the meeting.
- VII. **Items of Business**

A. Police Department

1. **Monthly Reports:** Commissioner Sawyers asked the Chief how the taser training is coming along. Chief Christensen advised the got a review back from the City Counsel and it's now at the City Attorney for review and the to the Public Health and Safety Committee in November for approval. Chief Christensen advised the Commission that the officers will be training in November with completion of training being in December, and then the department will implement the taser.

Commissioner Martell asked how the environment around Casey's has been since school started? Chief Christensen advised there has been a noticeable improvement. Chief Christensen advised the extra patrol is working out well. He informed the Commission that the students are not congregating as a group and that the students have had to scatter out of the public's view. Chief Christensen advised that it's inconvenient for the students to gather now and that the enforcement will have to continue or else the students will revert back to old practices.

Commissioner Martell then inquired about the Police School Liaison Officer's program meeting, as far as the role and responsibilities of the Liaison Officer, if that went well. Chief Christensen advised that Captain Slattery was pleased with the outcome.

2. Chief Christensen informed the Commission that the department is in the process of recruiting for a Reserve Officer. Chief Christensen informed the Commission that the department advertised again this year at Blackhawk Technical College, Gateway Technical College in Elkhorn, Waukesha Technical College, Wilenet, Shopper, Hi-Liter and the Janesville Gazette, with the deadline being November 10, 2006.

- a. Chief Christensen advised the previous test the department used for entry level law enforcement was P.O.S.T (police officer selection test), which was endorsed by the Chief's of Police Association. That test has come under some scrutiny lately. The Chief advised the State test also has some concerns. Chief Christensen would like to purpose the department use the I.O. Solutions entry level exam for the test of reserve officer.

Commissioner Kelnhofer asked what the differences are with the different tests? Chief Christensen said administration reviewed a copy of the State's exam and it hasn't changed in great detail since the Chief took the test. The qualities that make a good police officer are not explored in the State test. There were also questions that didn't have a for sure answer. Chief Christensen advised the test endorsed by the Chief's of Police Association didn't really explore the grammar aspect, which is important in law enforcement.

Commissioner Kelnhofer asked if there is a different level of testing for full-time. Chief Christensen advised no, the testing is identical.

Motion (Kelnhofer/Sawyers) to accept the using of I.O. Solutions for entry level exam for reserve officer for the City of Elkhorn. Motion carried by majority present.

- b. Chief Christensen notified the Commission that he would like to limit the oral interviews to the top ten candidates from the test scores. Those top ten candidates would be invited to the oral interviews and then present the top 5-6 candidates to the Police and Fire Commission for their oral interviews. Chief Christensen said that the department would again use the 2 interview system with the first group of interviews being the officers and then followed by administration.

President Wales advised that the top 10 would be fine and then present the top 5-6 to the Commission.

3. Chief Christensen then spoke to the Commission about Officer Daniel Croak and his first year as a police officer for the City of Elkhorn. Chief refreshed the Commission advising them that Officer Croak came to the City of Elkhorn on October 20, 2005. He graduated from University of Whitewater and then went to recruit school in Waukesha. Officer Croak had no previous experience in law enforcement. Chief Christensen said that Officer Croak has progressed well and is happy with where Officer Croak is at this time. Officer Croak likes the feel of a smaller community, so Chief Christensen hopes that he stays with the department. Chief Christensen praised the selection process by the Commission, advising them they made an excellent choice.

Motion (Kelnhofer/Martell) to move Officer Daniel Croak's probationary status to permanent as of October 20, 2006. Motion carried by majority present.

B. Fire Department

1. Monthly Reports. Commissioner Kelnhofer asked how the new employees are working out. Chief Smith advised they were working out well. The department had a record breaking month with 40 calls. Commissioner Martell asked if the same people are continuing to show up for calls. Chief Smith said yes. The same 23 employees out of 44 usually show up. Chief Smith advised the participation numbers have decreased because of work schedules, younger families that are unable to find child care during the day.

Commissioner Kelnhofer asked if the 2% increase meets the department's needs? Chief Smith said the department is getting by as long as gas, insurance and those type of needs don't increase, the department will do fine.

2. Motion (Kelnhofer/Henriott) to go in to closed session per S.S. 19.85 (1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Specifically interview applicants for the position of Fire Lieutenant. Motion carried by majority present. Commission went into closed session at 7:25 PM.
3. Motion (Martell/Sawyers) to reconvene into open session. Motion carried by majority present. Commission reconvened into open session at 8:26 PM.
4. Motion (Kelnhofer/Henriott) promoting Rob Raczynski to Fire Lieutenant with a probationary period of one year.

ROLL CALL: Henriott/yes, Sawyers/yes, Martell/yes, Kelnhofer/yes, Wales/yes.

Motion (Kelnhofer/Sawyers) to certify Brian Krueger for the Fire Lieutenants promotional list for one year.

ROL CALL: Sawyers/yes, Martell/yes, Kelnhofer/yes, Wales/yes, Henriott/yes.

There was a discussion whether the Commissioners needed to meet in November 15m 2006, since the date is only three weeks away from today. President Wales will let the Commissioners know if a November meeting will be needed.

VIII. **Adjournment:** Motion (Kelnhofer/Wales) to adjourn the meeting. Motion carried by majority present. Meeting adjourned at 8:35 PM.

Minutes submitted by Theresa Boeger. Minutes are not final until approved by the Committee.