

October 19, 2010

The Testing and Recruiting Committee of the Board of Fire and Police Commissioners was held on the above date, commencing at 1:30 P.M. in Room 405 of City Hall.

PRESENT: Commissioners: Kathryn A. Hein, Chair
Sarah W. Morgan

ALSO PRESENT: David Heard, Community Relations Manager (FPC)
Maria Monteagudo, Director, Department of Employee Relations (DER)
Sally McAttee, Human Resources Manager (DER)
Marti Cargile, Human Resources Representative (DER)
Michelle Stein, Human Resources Representative (DER)
Val Williams, Personnel Administrator, Milwaukee Police Department (MPD)
Pamela Roberts, Personnel Officer (MPD)
Valerie Sprewell, Personnel Analyst–Senior (MPD)
Sue Shlegel, Police Services Specialist–Investigator (MPD)

David Heard announced approval of the minutes from the September 15, 2010 Committee meeting would be laid over until the next Committee meeting.

Val Williams gave a status report on the Police Officer recruit class. The recruit class began with 49 recruits and three have resigned. Contingent upon successful completion of the training, the recruits will graduate December 22nd. There are 29 Caucasians, seven African Americans, and eight Hispanics. There are two females in the recruit class. The Police Aide recruit class had 30 recruits. There are 13 Caucasians, three African Americans, seven Hispanics, one Asian, and one Indian. There are five females in the recruit class. The Police Aide recruits are assigned to the following Divisions: Training, Central Records, Technical Communications, Sensitive Crimes, Integrated Justice Services (Identification Section), and Investigative Management which has largest number of recruits. The Chair asked how this current Police Officer recruit class compares to previous recruit classes. Ms Williams explained there has always been a low number of females in the recruit classes and this class is less diverse than desired. Mr. Heard added that the Police Aide recruit class was diverse and eventually the Police Aides would become Police Officers.

Val Williams presented information regarding the polygraph examination for police officer and police aide candidates. Chief Flynn is still interested in the use of a polygraph examination. A letter was sent to the City Attorney's office asking for an opinion, and the City Attorney's office responded asking for more clarification. A revised letter was sent to the City Attorney addressing the clarification concerns. The Chair asked how much implementation of the polygraph would cost. PSSI Shelgel responded it would cost about \$65,000 per recruit class. Commissioner Morgan asked when in the process the polygraph examination would take place. Ms. Williams responded that it would run concurrent with the background investigation. Commissioner Morgan asked what the concerns of the City Attorney were. PSSI Shelgel responded the City Attorney wanted things spelled out in more detail regarding when and how this process was going to happen, he also wanted more complete information on certain areas, and information and clarity of supporting documents the candidates would receive. The issues will be addresses earlier and more frequently. The Chair asked if the examination is optional and does not adversely impact the candidate in the process, why anyone would take the exam. Ms. Williams responded some people will take it, and Chief Flynn feels the polygraph will be a useful tool in the testing process. Maria Monteagudo stated the Department of Employee Relations (DER) has expressed their concerns about adding a polygraph to the testing process. DER feels the examination measures stress and anxiety, not deceptiveness. Also there is already a very comprehensive and thorough background process in place. There are also concerns about where the money for implementation will come from. Ms. Williams stated if a candidate shows a significant response to a question that will give the background investigators the opportunity to look into that area; this is something that may not arise during the course of a normal background investigation. PSSI Shlegel added that the polygraph is not pass/fail, it is an

indicator that a candidate may not have been truthful in a certain area, then a background investigator will look into that specific area. Ms. Williams stated the process contains checks and balances to prevent overzealous background investigations. Sally McAttee stated there is no validity evidence of the polygraph for general questions. She also expressed a concern for adverse employment decisions, but there is a safeguard because the polygraph is part of the background process. Commissioner Morgan fears the addition of a polygraph would lead to more employment litigation. She would also like information from other jurisdictions regarding their use of polygraphs as part of the employment process.

Michelle Stein presented the Police Telecommunicator Regular and Seasonal examination announcement bulletin. The announcement bulletin from last year was updated, as a change from last year the sentence that states a "Seasonal Telecommunicator may be appointed to a Regular Telecommunicator at the end of the season based on number of vacancies and satisfactory job performance," was removed. This change came after discussion between MPD, FPC and DER. Mr. Heard stated with this announcement applicants can apply for employment as a seasonal, regular or both. What we are trying to avoid Seasonals being appointed to Regulars, without being on the Regular eligible list. There is a Rule of Five which requires the top five candidates be interviewed for non-sworn positions. Ms. Monteagudo believes MPD should interview Telecommunicator candidates to find the right fit for the Department. The Chair asked if a Seasonal can request to be added to the Regular eligible list. Ms. McAttee responded that it is a possibility. Ms. Stein stated the announcement bulletin will be presented to the November 4th Regular Fire and Police Commission meeting, with an announcement date of November 5th and a three to four week application period. She recommends delaying the announcement or holding the application period open until after the Christmas holidays to allow for college students to apply. Ms. Williams added MPD would like Seasonal Telecommunicators as soon as practicable because they go through a four to six week training process, before they are able to answer the phones by themselves. Mr. Heard asked if background time can be shortened. Ms. Stein suggested the background for Seasonal Telecommunicators be completed before Regular Telecommunicators. PSSI Shlegel stated spring is the busiest time for the Background Section because they also have to complete background for police aides, police officers, firefighters, office assistants, custodial workers, dispatchers, etc. Ms. Stein added the application deadline can always be extended. Mr. Heard stated he appreciates all the work Ms. Stein puts into the testing process.

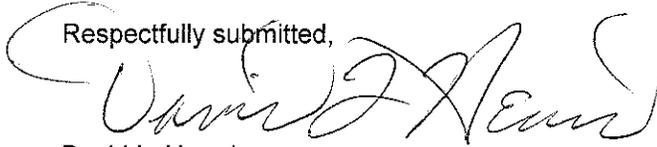
Ms. Stein gave a status report on the current Police Officer testing process. The top 300 candidates were invited to the physical ability test (PAT). Six PAT practice sessions were held, three were in the evening, two were on Friday afternoons, and one was on Saturday. Only 25% of candidates invited took advantage of the practice sessions. Of the 300 candidates who were invited to the PAT, 45 did not appear. Fifty candidates failed the PAT the first time and were scheduled for a retake, 15 did not appear for the retake, 8 failed the retake, and 27 passed the retake. A total of 229 candidates passed the PAT and will be scheduled for the run on October 29th and 30th. The Personal History Questionnaires (PHQ) must be returned to MPD by November 1st. The Chair asked if these pass rates were consistent with pass rates in the past. Ms. Stein responded that they are consistent. She added this time there were more practice sessions, mainly women came to multiple practices, and most people who failed the PAT did not come to the practice sessions. Ms. McAttee stated the PAT has adverse impact against women. Ms. Stein stated the practices are not mandatory, but having multiple sessions was beneficial to allow everyone more opportunities to practice.

Ms. Monteagudo explained in the 2011 budget the fire and police testing and recruiting functions will be returned to the FPC. In 2006 the Mayor commissioned a report from Police Assessment Research Center (PARC) to study the FPC. PARC determined the FPC was spending too much time on personnel related functions and should be delegated to a different agency. As a result of that recommendation DER began providing testing functions for the FPC in 2007. The testing processes for Firefighter and Police Officer were revamped and changed. This has put a strain on DER's ability to provide testing and recruiting functions to the rest of the City's departments. New people will not have to revamp the process because the changes are sustainable. The FPC will be hiring two new human resources representatives to administer the tests. DER is committed to helping the FPC to make a smooth transition. The Chair

asked what the timeline is for the transition. Ms. Monteagudo stated once the budget is adopted DER will begin recruitment for the new human resources representatives.

The meeting concluded at 2:43 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David L. Heard". The signature is written in a cursive style with a large initial "D" and "H".

David L. Heard
Community Relations Manager

DLH:mk