

February 19, 2009

A Regular Meeting of the Board of Fire and Police Commissioners was held on the above date, commencing at 5:41 P.M.

PRESENT: Commissioners: Richard C. Cox, Chair
Carolina M. Stark
Ernesto A. Baca
Kathryn A. Hein
Paoi X. Lor

ALSO PRESENT: Douglas Holton, Chief, Milwaukee Fire Department; and Dale Schunk, Assistant Chief, representing the Milwaukee Police Department.

The Chair reconvened the Board in Regular Session, having previously met in Executive Session from 5:23 p.m. to 5:35 p.m. pursuant to Section 19.85 (1)(c) Wis. Stats. to consider employment, promotion, compensation or performance evaluation data of any public employee over whom the Board has jurisdiction or exercises responsibility; and pursuant to Section 19.85 (1)(f) Wis. Stats. to consider financial, medical, social or personal histories of specific candidates for employment which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, to wit: appointment to Finance and Planning Manager in the Police Department.

The Director presented for adoption minutes of the Regular Meeting of February 5, 2009. Commissioner Hein moved approval of the minutes as presented, seconded by Commissioner Lor. The motion carried unanimously.

1. UNFINISHED BUSINESS:

a) The following appointment, as presented by Assistant Chief Monica Ray, was approved by the Board:

TO FINANCE AND PLANNING MANAGER, a transfer from the Department of Administration, contingent upon successful completion of a background investigation, medical examination, and drug screening, effective February 23, 2009:

JOHN J. LEDVINA.

2. COMMITTEE REPORTS:

a) Commissioner Baca presented the report of the Committee on Testing and Recruiting, which had met on February 17, 2009. The Committee received an update on Police Department recruiting efforts. The goals and objectives of their four sub-committees were presented as follows: The Branding Committee, chaired by Anne Schwartz, will create a theme or slogan that can be carried throughout a recruitment and be used on posters and in advertisements; the Recruiting Initiatives Committee, chaired by Personnel Officer Pamela Roberts, will develop new recruiting initiatives; the Hiring Process Committee, chaired by Personnel Administrator Valarie Williams, seeks to improve and/or enhance the hiring process; and the Police Aide Program Committee, chaired by Sgt. Michael Schmitz, will review that program and its relationship to recruiting efforts, with the goal of recommending changes for improvement. Commissioner Baca wants these committees to be effective, productive, and work in conjunction with the department and Commission. The Department of Employee Relations (DER) gave an update on the upcoming Police Officer and Police Aide classes and the on-going selection process for Police Aide. It was noted that of the 153 applications for Police Aide, 141 were filed electronically. The Committee continued its review of the recruiting and testing functions performed by DER for positions that fall under the jurisdiction of the Board. The review will continue to be performed over the next several meetings. An update on the Firefighting testing process was also received.

3. EXAMINATIONS:

a) The Director presented for adoption an eligible list for the position of Fire Captain in the Fire Department, consisting of 61 names. Commissioner Stark moved approval of the list. The motion was seconded by Commissioner Baca, who noted that the list will be in effect for two years unless extended by the Board. The motion carried unanimously.

b) The Director presented for adoption an eligible list for the position of Police Dispatcher in the Police Department, consisting of 31 names. Commissioner Baca moved approval of the list, seconded by Commissioner Hein. The motion carried unanimously.

4. FIRE DEPARTMENT:

a) The following appointment, as presented by Chief Douglas Holton, was approved by the Board:

TO OFFICE ASSISTANT I, from Department of Employee Relations eligible list, contingent upon successful completion of medical and drug screening tests, effective February 23, 2009:

CASEY J. KLOSS.

b) The Director presented three letters dated February 11, 2009, from Chief Holton, wherein he notifies the Board that Heavy Equipment Operator Anthony Jacobs was granted an unpaid Military Leave of Absence for an indefinite period of time, commencing March 5, 2009; Firefighter Michael J. Scianni was granted an unpaid Military Leave of Absence for an indefinite period of time, commencing February 22, 2009; and Health and Safety Officer Jason L. Mims returned from a Military Leave of Absence effective January 19, 2009.

c) The Director presented a letter dated February 11, 2009, from Chief Holton, wherein he requests that an examination be conducted for the position of Heavy Equipment Operator as soon as possible as the eligible list will soon be exhausted. The Chair referred the request to the Department of Employee Relations for implementation.

d) The Director presented a letter dated February 11, 2009, from Chief Holton, wherein he requests that an examination be conducted for the position of Fire Equipment Dispatcher as soon as possible as the eligible list will expire in June. The Chair referred the request to the Department of Employee Relations for implementation. The Director noted that this exam will include two new part-time positions and changes in wording for mandatory overtime.

e) The Director presented a letter dated February 9, 2009, from Chief Holton, wherein he forwards a report on calls for service. A special computer program had to be written to categorize the information by aldermanic district. The Chief plans to give quarterly reports in this format from now on. The Director stated that this information will be used in the quarterly evaluations for the Chief.

f) The Director presented a letter dated February 9, 2009, from Chief Holton, wherein he informs the Board that since September, 2008, all members promoted to the rank of Lieutenant, Captain, and Battalion Chief will participate in the Officer Development Program. This program will provide an educational platform of continual personal development for new line company officers (Lieutenants and Captains) and management (Battalion Chiefs) personnel. The standards of the curriculum will identify the performance requirements necessary to perform the duties of a fire officer and specifically identify the following areas of competence: human resource management, community and government relations, administration, inspections and investigations, emergency service delivery, health and safety, and leadership. Battalion Chiefs have one

year to complete the curriculum, Captains have nine months, and Lieutenants have six months. The department has never really prepared command staff members for these upper positions before. This program will enable members to be better officers through knowing more about the organization and how to function in it. The Chair stated that good succession planning will ensure that citizens can be confident there will always be good leadership in the Fire Department.

5. POLICE DEPARTMENT:

a) The following appointments, as presented by Chief Edward Flynn, were approved by the Board:

TO OFFICE ASSISTANT I, from Department of Employee Relations eligible list, contingent upon successful completion of a medical examination and drug screening, effective February 23, 2009:

MIGDALIA M. ROSARIO and SANDRA HANSEN ZUNIGA.

b) The Director presented a letter dated January 30, 2009, from Chief Flynn, wherein he notifies the Board that Lieutenant of Detectives Gary Schuster will no longer serve as Acting Captain of the Sensitive Crimes Division. Captain Christopher Domagalski has been temporarily assigned to that position.

c) The Director presented a letter dated February 2, 2009, from Chief Flynn, wherein he notifies the Board that Captain David Clarke has been granted a one year extension to his leave of absence for the purpose of continuing to assume the exempt position of Sheriff for Milwaukee County. The leave shall expire March 25, 2010, and may be renewed upon request.

d) The Director presented a letter dated February 6, 2009, from Chief Flynn, wherein he requests that an examination be conducted for the position of Building Maintenance Supervisor II as soon as possible as the incumbent retired in January. The Chair referred the request to the Department of Employee Relations for implementation.

e) The Director presented a letter dated February 11, 2009, from Chief Flynn, wherein he requests that an examination be conducted for the position of Communication Systems Manager as the incumbent is due to retire in April, 2009. The Salary Ordinance directs that this position should be civilianized once it is vacant. The Chair referred the request to the Department of Employee Relations for implementation.

f) The Director presented a report dated January 30, 2009 from Chief Flynn and Mark Nicolini, Budget and Management Director, regarding the final status of 2008 Police Department overtime. Report highlights were that overtime had decreased \$2.0 million from 2007, overtime hours had decreased 14.8% from 2007, the salary account expended \$2.7 million less than what was estimated for 2008, and overtime controls put in place during the second quarter of 2008 reflected a significant reduction in overtime without an increase in compensatory time.

6. PUBLIC COMMENT:

There was no comment made from the public present.

7. ADJOURNMENT:

Commissioner Stark moved to adjourn the meeting, seconded by Commissioner Lor. The motion carried unanimously.

The meeting concluded at 5:58 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael G. Tobin".

Michael G. Tobin
Executive Director

MGT:REK:rk