

December 1, 2009

The Testing and Recruiting Committee of the Board of Fire and Police Commissioners was held on the above date, commencing at 3:31 P.M. in Room 405 of City Hall.

PRESENT: Commissioners: Ernesto A. Baca, Chair
Richard C. Cox

ABSENT: Paoi X. Lor (Excused)

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)
Val Williams, Personnel Administrator, Milwaukee Police Department (MPD)
Mike Schmitz, Sergeant (MPD)
Katrina Harris, Police Officer (MPD)

The minutes from the meetings of July 20 and November 3, 2009 were approved.

The Chair thanked Commissioner Cox for filling in for Commissioner Lor who is out of the state for the remainder of the year.

Sally McAttee gave an update on the Police Aide testing process. A total of 858 applications were received, 658 were accepted as meeting the minimum requirements. Of the applications that were rejected, most were due to the age of the applicant. The written exam is scheduled for December 4th and the Physical Ability Test (PAT) practice and Personal History Questionnaire briefing is scheduled for December 5th. The PAT is scheduled for January 5th and run is tentatively scheduled for January 12th. The oral examinations and the writing sample exercise will take place in February. Background investigations will be conducted in March, with appeal hearings scheduled for May. Conditional offers of employment will go out the end of May and the class is scheduled to start on July 12, 2010.

Sgt. Schmitz stated the Police Aide Open House was a success. The Open House was held November 4th at the Safety Academy from 5 p.m. to 8 p.m. He estimates there were 100-150 attendees. He approximates an additional 50 applications will filled out during the event. The Motorcycle Unit, the Horse Patrol, and the Tactical Enforcement Unit were all present. Current Police Aides demonstrated the PAT and offered tours. He stated himself, Police Officer Katrina Harris, and Michelle Stein were all present to speak with applicants, answer questions, and offer guidance for completing the Police Aide testing process. He recommends demonstrating the PAT at future open houses and having more special units present. Sgt. Schmitz added that there is a large 9'x10' recruiting display outside Chief Flynn's office at the Police Administration Building, and bracelets, key chains, and other giveaways have been purchased to distribute at recruiting events.

Val Williams, stated there are currently eight vacancies for Police Aides, with 22 aging out in June. The 2010 Police Aide class will tentatively be a class of 25-30 recruits.

Ms. McAttee stated backgrounds have been completed on all the candidates remaining on the Police Officer Eligible List. Currently there are 78 candidates remaining on the Police Officer Eligible List. There are 44 candidates that have passed all testing components. There are 24 background fails that can be appealed, only six have appealed so far. If the Police Officer recruit class started after June 1st, 21 Police Aides would also be eligible. Appeal hearings will be scheduled for January depending on availability of Appeal panel members.

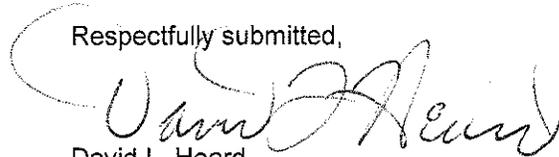
Maria Monteagudo stated that on November 20th she and other members of DER met with Police Department Chief of Staff Judy Pal and Personnel Administrator Val Williams to discuss the testing process for Police Officers. At the meeting the history of the process was discussed, as well as the changes that have been made to the testing process. The testing timeline was also discussed. Generally it takes 10-12 months to produce a Police Officer recruit class. Changes to the background investigation process as well as to the Physical Ability Test were also discussed. The Police Department is also interested in adding a polygraph examination to the testing process. The cost, validity, and timeline were called into question regarding a polygraph. The Police Department is seeking a City Attorney opinion regarding the use of polygraphs.

Currently there are 4,500 applications on file for Police Officer. For future testing Personal History Questionnaires will be sent to the background investigators after all the testing components are completed. Therefore time and money is not wasted on the background investigation of an applicant who has failed a testing component. The Police Department will be conducting a survey of other comparable jurisdictions regarding their background investigation process and medical standards. Commissioner Baca asked to add medical standards throughout employment to the survey. The Police Department will also investigate the background fail rate and why currently it is 61%. When all the information is gathered and studied, a recommendation will be provided to this Committee. Sgt. Chris Germann of the Los Angeles County Sheriff's Department was contacted regarding the use of polygraphs because California has used polygraphs as part of their hiring process for a long time.

Also, Sally Mc Attee developed a Firefighter background process that allows positive behaviors to count for you, which may be used as an alternative to the current Police Officer background investigation. The current use of the matrix does not allow for flexibility in the process and raises other concerns. Commissioner Cox suggested using the matrix as a guide. Commissioner Baca stated the matrix is time oriented and good behavior is built-in by virtue of time. He also stated during the appeal is the time for explanation of behavior. Ms. Monteagudo suggested doing an analysis of the number of applicants who appealed, the number of overturned appeals, and the rationale behind the decision being overturned or upheld. Ms. Mc Attee suggested doing a validity study on the hiring process.

The next meeting was scheduled for January 26, 2010 and the meeting concluded at 4:17 P.M.

Respectfully submitted,



David L. Heard
Community Relations Manager

DLH:mk