

**PROCEEDINGS OF THE CITY OF NEW BERLIN
POLICE & FIRE COMMISSION MEETING
Monday, March 15, 2005
7:00 PM
Public Safety Building/16300 W. National Avenue**

Please note: Minutes are unofficial until approved by the Police & Fire Commission at the next regularly scheduled meeting.

The meeting of the Police & Fire Commission was called to order by Commissioner Andries at 7:00 P.M. Commissioners present were: Andries, Brejcha, Lorbiecki, O'Donnell and Pedersen. Also present: Police Chief Gary Blunt and Fire Chief Ed Dobernig.

APPROVAL OF MINUTES - February 28, 2005

Motion by Commissioner O'Donnell to approve the February 28, 2005 minutes as printed. Seconded by Commissioner Brejcha and carried unanimously.

COMMUNICATIONS

- 1) Copy of a letter from Police Chief Gary Blunt refer Offer of Employment to David Rocklewitz for the position of Police Officer effective March 28, 2005.
- 2) Copy of a letter from Police Chief Gary Blunt refer Offer of Employment to Scott Hippler for position of Police Officer effective March 28, 2005.
- 3) Copy of a Newsletter from Medical Associates on Healthy Living.
- 4) Spreadsheet from Accounting Department on Police and Fire Commission Budget.

OUTSTANDING BILLS

- 1) Waukesha County Municipal Law Enforcement \$500.00 for recruitment consortium fees.
Motion by Commissioner Pedersen to approve payment to Waukesha County Municipal Law Enforcement in the amount of \$500.00. Seconded by Commissioner Brejcha and carried unanimously.
- 2) Organizational Development \$500.00 #10731 for psychological assessment for 1 Police Department recruit.
Motion by Commissioner O'Donnell to approve payment to Organizational Development in the amount of \$500.00. Seconded by Commissioner Brejcha and carried unanimously.
- 3) Medical Associates \$225.00 #208248 for medical assessment of Fire Department Firefighter applicant.
Motion by Commissioner Brejcha to approve payment to Medical Associates in the amount of \$225.00. Seconded by Commissioner Pedersen and carried unanimously.
- 4) Medical Associates \$292.00 #208678 for two (2) Police Department medical screening.
Motion by Commissioner O'Donnell to approve payment to Medical Associates in the amount of \$292.00. Seconded by Commissioner Brejcha and carried unanimously.

NEW BUSINESS

Discussion regarding modification of Police and Fire Commission Rules and Regulations

This item was held until after Closed Session.

OLD BUSINESS - none

CLOSED SESSION PER ROLL CALL VOTE

Police and Fire Commission Secretary Renee Lorbiecki read the following:

To deliberate in Closed Session under Section 19.85(1)(c) Wisconsin State Statutes.

The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(c) of the Wisconsin State Statutes, considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically the items following on this agenda:

Police Department

- **Discussion on the protocol for the possible re-hiring of a former employee**
- **Discussion on modification of the assessment center requirements for recruit candidates**
- **Discussion on any disciplinary action or citizen complaints**

Fire Department

- **Discussion regarding adding Paid-on Call Firefighters/EMT's previously employed or leave of absence employees to the Police and Fire Commission Candidate Eligibility List**
- **Discussion on any disciplinary action or citizen complaints**
- **Discussion on reclassification of Firefighters to Company Officers**

Motion by Commissioner Pedersen to go to Closed Session at 7:35 PM. Seconded by Commissioner Brejcha and carried unanimously per roll call vote.

RECONVENE INTO OPEN SESSION

Motion by Commissioner Brejcha to reconvene into Open Session at 8:35 PM. Seconded by Commissioner Pedersen and carried unanimously.

NEW BUSINESS

Discussion and actions regarding modification of Police and Fire Commission Rules and Regulations:

Police Department

Discussion and possible action on the protocol for the possible re-hiring of a former employee

Motion by Commissioner Brejcha to create new Rule 5.022 to read as follows: As an alternate to Sections 5.02 and 5.021, the Police and Fire Commission may authorize the following for possible re-entry to service of former employees/subordinates who have separated in good standing from the Police Department; (a) The former employee shall submit an application within two (2) years of their respective date of separation; (b) Pre-screening examination/oral interview by the Police Chief; (c) Written recommendation by the Police Chief that the applicant be placed on an eligibility list for hire; (d) Approval by the Police and Fire Commission of the Police Chief's recommendation such that the applicant be placed on the eligibility list for a period of twelve (12) months from date of approval, unless continued in force for a longer period or discontinued prior thereto by the Police and Fire Commission; (e) Following completion of (a) and (b) above, medical examination and character investigation shall be conducted in any sequence; (f) Applicants under this Section are exempt from Section 5.03, 5.04 and 5.06; (g) Applicants shall be subject to all other applicable Police and Fire Commission Rules. Seconded by Commissioner Pedersen and carried unanimously.

Motion by Commissioner Brejcha to amend Rule 3.07 to read as follows: Except as otherwise provided in Rule 5.022, any former employee of the Police Service who desires to re-enter the service shall undergo the same examination as a new applicant. Seconded by Commissioner Lorbiecki and carried unanimously.

Motion by Commissioner Brejcha to modify Rule 5.02 (b) to read as follows: Following completion of Section A above, oral interview and assessment process shall be conducted in any sequence or combination there of. Seconded by Commissioner O'Donnell and carried unanimously.

Discussion and possible action on modification of the assessment center requirements for recruit candidates

Motion by Commissioner Brejcha to amend Rule 5.06 to read as follows: The Assessment Process shall consist of tests designed to evaluate the response of the applicant in various job-like situations. Seconded by Commissioner Lorbiecki and carried unanimously.

Discussion and possible action on any disciplinary action or citizen complaints

None.

Fire Department

Discussion and possible action regarding adding Paid-on Call Firefighters/EMT's previously employed or leave of absence employees to the Police and Fire Commission Candidate Eligibility List

Motion by Commissioner Brejcha to create new Rule 11.027 to read as follows: As an alternate to Sections 11.02 and 11.025, the Police and Fire Commission may authorize the following for possible re-entry to service of former employees/subordinates who have separated in good standing from the Fire Department; (a) The former employee shall submit an application within two (2) years of their respective date of separation; (b) Pre-screening examination/oral interview by the Fire Chief; (c) Written recommendation by the Fire Chief that the applicant be placed on an eligibility list for hire; (d) Approval by the Police and Fire Commission of the Fire Chief's recommendation such that the applicant be placed on the eligibility list for a period of twelve (12) months from date of approval, unless continued in force for a longer period or discontinued prior thereto by the Police and Fire Commission; (e) Following completion of (a) and (b) above, medical examination and character investigation shall be conducted in any sequence; (f) Applicants under this Section are exempt from Section 11.03 and 11.04; (g) Applicants shall be subject to all other applicable Police and Fire Commission Rules. Seconded by Commissioner Pedersen and carried unanimously.

Motion by Commissioner Brejcha to amend Rule 9.07 to read as follows: Except as otherwise provided in Rule 11.027, any former employee of the Fire Service who desires to re-enter the service shall undergo the same examination as a new applicant. Seconded by Commissioner O'Donnell and carried unanimously.

Discussion and possible action on any disciplinary action or citizen complaints

None.

Discussion and possible action on reclassification of Firefighters to Company Officers

Motion by Commissioner O'Donnell to ratify Fire Chief Ed Dobernig's recommendation to reclassify the following five (5) Emergency Response personnel to Paid-on-Call Company Officer. Probationary period to be eighteen (18) months beginning March 15, 2005 effective 0600 hours: William Lawton, Chad Lucchesi, Timothy Gorecki, Jeremy Neubeck and Joseph Pluta. Seconded by Commissioner Pedersen and carried unanimously.

Next Meeting: Wednesday, April 20, 2005 at 5:30 PM.

ADJOURN

Motion by Commissioner Brejcha to adjourn at 9:55 PM. Seconded by Commissioner Pedersen and carried unanimously.

Renee Lorbiecki, Secretary
Police and Fire Commission