



# City of Racine

City Hall  
730 Washington Ave.  
Racine, WI 53403  
www.cityofracine.org

## Meeting Minutes - Final

### Police and Fire Commission

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Monday, December 16, 2019

3:45 PM

City Hall Annex, Room 330

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#### Call To Order

*President Rogers called the meeting to order at 3:56 pm.*

**PRESENT:** 4 - Pat Cafferty, Keith Rogers, Rebecca Strommen and Robert Turner

**EXCUSED:** 1 - Angelina Cruz

Also Present:

*Guest - Kristina Lieftring, Racine Journal Times*

*RPD Reps - Chief Art Howell, Acting Assistant Chief John Polzin, Captain James Zuehlke, Lieutenant Wagner*

*RFD Reps - Chief Steve Hansen*

#### Approval of Minutes

*September 9, 2019*

*November 2, 2019 Special Meeting*

**Approved**

#### Police & Fire Commission

##### 1009-19

**Subject:** Communication from PFC President requesting to discuss the Election of Officers

*Further discussion and election of Officers to take place at the March 2, 2020 meeting.*

**Deferred**

##### 1010-19

**Subject:** Communication from PFC President requesting that the Police & Fire Commission determine the month, the day, and the time at which it will meet for the next year.

*2020 PFC Meetings will be held on the 1st Monday in the last month of each Quarter with the except of September, which will be held on the 2nd Monday due to the Labor Day holiday:*

*March 1, 2020*

*June 1, 2020*

*September 14, 2020*

*December 7, 2020*

**Approved**

**Fire Department**[1350-19](#)

**Subject:** Communication from the Fire Chief presenting a status report update for the fire department.

*Fire Chief Hansen reviewed the Incident CFS Comparison Report covering 1/1/2019-12/16/2019 and the YTD Training Sup Topic Summary covering 1/1/2019-12/16/2019.*

**Received and Filed**

[1351-19](#)

**Subject:** Communication from the Division Chief of Training presenting a status report update for fire department recruitment.

*Not covered due to the Division Chief of Training not being present.*

**Deferred**

**Police Department**[1014-19](#)

**Subject:** Communication from RPD Training Unit Lieutenant requesting to discuss Disqualifications for Hiring Process

*Disqualifications were reviewed and approved by CVMIC Attorney. Will remain the same. Discussion also included having the candidates pass their testing within 6 months of date of hire.*

**Considered as Reported**

[1386-19](#)

**Subject:** Communication from Chief of Police requesting to discuss applicants paying for the State of Wisconsin Physical Readiness Test

*Discussion on cost savings in recruitment process included the possibility of recouping incurred expenses by candidate if they separate from the department within a certain period after date of hire.*

**Considered as Reported**

[1388-19](#)

**Subject:** Communication from Chief of Police requesting to discuss promotional exam/process

*Chief Howell requested assistance from the PFC to modify the 30 year old promotional exam process.*

**Considered as Reported**

[1391-19](#)

**Subject:** Communication from the Chief of Police requesting to discuss minimum educational requirements/criteria for the position of Assistant Chief

*Chief Howell discussed how to determine criteria for the Assistant Chief position. An Acting Assistant Chief has been appointed and this may be an item of discussion to pave the way to create the position.*

*The PFC will work with Human Resources to obtain the qualifications for the Chief of Police to review for possible use in creating criteria for the Assistant Chief position.*

**Considered as Reported**

### **CLOSED SESSION**

**Approved**

#### **Police Department**

[1390-19](#)

**Subject:** Communication from the Chief of Police requesting to present the following RPD reports:

- A. Gang & Homicide
- B. Internal Affairs
- C. Personnel
- D. Training Unit & Probationary Patrol Officer

**Considered as Reported**

#### **Fire Department**

[1352-19](#)

**Subject:** Communication from the Fire Chief requesting the PFC conduct interviews for the position of Division Chief of Fire Prevention.

*Interviews were conducted for the position of Division Chief of Fire Prevention.*

*The following candidates were interviewed:*

*Craig Ford*

*John Magnus*

*Mark E Polzin*

**Deferred**

#### **OPEN SESSION**

**Approved**

[1352-19](#)

**Subject:** Communication from the Fire Chief requesting the PFC conduct interviews for the position of Division Chief of Fire Prevention.

*The PFC will reconvene in January to make their recommendation for the position of Division Chief of Fire Prevention.*

**Deferred**

**Next Meeting Date**

*January 2020 date to be determined to make decision on Division Chief of Fire Prevention.*

**Adjournment**

*Meeting adjourned at 6:19 pm.*