

## POLICE AND FIRE COMMISSION

December 14, 2020

A meeting of the Police and Fire Commission was called to order at 4:00 p.m. by Commission President Dave Poulton in the Community Room at the Sturgeon Bay Municipal Building. **Roll Call:** Commissioner Poulton, Commissioner VanDyke, Commissioner Hurley, Commissioner Herdina and Commissioner Spritka were present. Also present from City Hall was Police Chief Henry, Fire Chief Dietman, and Assistant Fire Chief Montevideo.

*Moved by Commissioner Spritka, seconded by Commissioner VanDyke to adopt the following agenda:*

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of Minutes from October 29, 2020
5. Consideration of: Determination of Length of Fire Lieutenant Eligibility List from November 4, 2019
6. Consideration of: Sergeant of Police Promotional Police
7. Consideration of: Date for Sergeant of Police Promotion Interviews
8. Discussion of: Police and Fire Commission Rules and Regulations
9. Adjourn

*All ayes. Carried.*

### **Approval of Minutes:**

*Moved by Commissioner Hurley, seconded by Commissioner Herdina to approve the minutes from October 29, 2020 meeting. All ayes. Carried.*

### **Consideration of: Determination of Length of Fire Lieutenant Eligibility List from November 4, 2019:**

Fire Chief Dietman indicated the November 4, 2019 eligibility list doesn't have a defined expired date which is normally 1 year. Fire Chief Dietman would like the committee to consider 18 months. Commissioner VanDyke stated maximum 1 year is in the rules, however indicates there can be a 6-month extension.

*Moved by Commissioner Hurley, seconded by Commissioner Herdina, per section G, item 4 to extend Fire Lieutenant Eligibility List 6 months beyond November 4, 2020. All ayes. Carried.*

**Consideration of: Sergeant of Police Promotional Process:**

Police Chief Henry stated in conversation with the Police Union it's been asked to update the promotional process for Sergeant. Would like to see civic duties, and promotional evaluation as additional steps, along with seniority, testing, and the interview. It was asked if the Collective Bargaining Agreement was signed, which Police Chief Henry indicated it has. Commissioner VanDyke questioned if Police Chief Henry was aware of others using the same procedure, which he was not however indicated this would be an improvement to what is currently in place. Commissioner Poulton asked if the testing percentages seemed fair, which Police Chief Henry agreed with.

*Moved by Commissioner Herdina, seconded by Commissioner Spritka to accept the update on Sergeant of Police Promotional Process. All ayes. Carried.*

**Consideration of: Date for Sergeant of Police Promotion Interviews:**

Police Chief Henry suggested testing the first week of January, looking at January 5<sup>th</sup> or January 7<sup>th</sup>, 2021 for dates. Commissioner Hurley estimated the interviews to be 2 ½ hours. Commissioner Herdina will be available by zoom. Police Chief Henry suggested starting at 2:00 pm.

**Discussion of: Police and Fire Commission Rules and Regulations:**

Fire Chief Dietman is still communicating with League of Municipalities on getting a sample policy. Commissioner VanDyke requested when the Bargaining Agreement is updated to make this committee aware of the changes. Commissioner Hurley and Commissioner VanDyke both requested this agenda item be placed on future agendas until resolved.

**Adjourn:** *Moved by Commissioner Hurley, seconded by Commissioner Herdina to adjourn. All ayes. Motion carried. Time of 4:28 p.m.*

Respectfully submitted,

Candy Jeanquart  
SBPD Police Assistant