



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Draft POLICE AND FIRE COMMISSION

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Monday, December 11, 2023

5:30 PM

Virtual meeting via Zoom

The City of Madison is holding the Police and Fire Commission meeting virtually.

1. Written Comments: You can send comments on agenda items to pfc@cityofmadison.com

2. Register for Public Comment:

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

3. Watch the Meeting: If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/watchmeetings>.

4. Listen by Phone:

(877) 853-5257 (Toll Free)

Webinar ID: 870 9522 2891

CALL TO ORDER / ROLL CALL

The meeting was called to order at 5:30pm. All attendees participated via Zoom.

Present: 4 - Kevin C. Gundlach; Mary Schauf; William Greer and Jacquelyn L. Boggess

Absent: 1 - Veronica Figueroa Velez

APPROVAL OF MINUTES

A motion was made by Schauf, seconded by Boggess, to approve the minutes of the November 13, 2023, and December 5, 2023 meetings.

The motion passed by voice vote/other.

PUBLIC COMMENT

1. [81020](#) Public Comment for the Police and Fire Commission meeting of December 11, 2023

There was no public comment.

DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

2. [80899](#) Commissioners are reminded to submit their annual Statement of Interests if they have not already done so.

This is done via the city website:

<https://www.cityofmadison.com/mayor/committees/statementofinterests/>

The filing of this statement is required by Section 3.35(9) of the Madison General Ordinances.

Commissioners were reminded of the requirement.

FIRE DEPARTMENT DISCUSSION ITEMS

Assistant Chief Tracy Burrus presented the report of the Madison Fire Department.

3. [81184](#) Status update on Fire Department probationary extension

Attachments: [2023 December MFD PFC Packet.pdf](#)

Chief Burrus provided an update for a probation extension for an Apparatus Engineer until May 2024, within the allowed duration. No action by the PFC is required.

4. [81185](#) Status update on 2024 Fire Academy - Class 61

Academy will start January 8, pending successful completion of physicals in the next few days. There should be a class of 24 members.

5. [81186](#) Status update on 2024 Apparatus Engineer Promotional Process

Chief Burrus updated the commissioners regarding the proposed timeline.

6. [81187](#) Status update on Fire Department retirements and resignations

Chief Burrus reported on two recent departures from the department.

7. [81188](#) General status update on Fire Department disciplinary matters

Chief Burrus reported on the status of ongoing investigations. No PFC actions are required at this time.

POLICE DEPARTMENT DISCUSSION ITEMS

Captain Tim Patton gave the report of the Madison Police Department. He thanked President Greer for swearing in the Accelerated Academy candidates.

8. [81189](#) Preliminary recommendations of the Police Chief regarding promotions and schedule personnel file reviews (2 candidates)

Attachments: [2023 December MPD PFC Packet.pdf](#)

Commissioner Schauf will review the files.

9. [81190](#) Consideration and potential action on final recommendation of the Police Chief regarding candidate following successful completion of the probationary period: Matthew Nordquist, Lieutenant, effective December 25, 2023

A motion was made by Schauf, seconded by Greer, to accept the final recommendation of the Chief of Police to promote Matthew Nordquist to the rank of Lieutenant, effective December 25, 2023 following successful completion of the probationary period.

The motion passed by voice vote/other.

A motion was made by Greer, seconded by Schauf, to Reconsider the November 13 motion to accept the Chief's final recommendation for promotion of Andrew Sitko to the rank of Police Officer and to approve the extension of the probationary period to June 1, 2024.

The motion passed by voice vote/other.

10. [81191](#) Status update on Police Department acting positions

Captain Patton updated the commissioners on acting positions.

11. [81192](#) General status update on Police Department retirements and resignations

Captain Patton reported 7 departures from the Madison Police Department:

- Sergeant Meg Hamilton, who served May 2007 to December 9, 2023
- Detective Suzy Gonzalez, who served May 2002 to January 3, 2024
- Detective Don Pennely, who served February 2008 to January 2024
- Police Officer Alexandra Nieves-Reyes, who served May 2008 to January 2024
- Detective Dion Johnson, who served May 2007 to January 2024
- Detective Jerry Johnson, who served February 1994 to March 2024
- Sergeant Matt Schradel, who served from September 1997 to April 2024

12. [81193](#) Status update on 2023-24 Police Department Hiring Process - Eligibility & Hiring List

Captain Patton updated the commissioners on the timeline.

13. [81194](#) 2023-24 Police Department Hiring Process Overview

Captain Patton reviewed the demographic information from the hiring process.

14. [81195](#) Status update on Police Department promotional effective date
- Captain Patton reminder commissioners of the January 7, 2024 effective dates.**
15. [81196](#) General status report on Police Department disciplinary matters
- There are three open cases. Two are ongoing. A new case regarding an internal policy violation has been opened.**

RULES OF THE BOARD

16. [80782](#) Discuss timing of candidate background checks relative to the Chiefs seeking approval for the eligibility list and hiring list
- The commissioners discussed potential updates to the rules for action at a future meeting.**

CLOSED SESSION

A motion was made by Boggess, seconded by Gundlach, to Convene into Closed Session.

The motion passed by voice vote/other.

The Commission convened into closed session at 5:59pm.

17. [81198](#)
- Contemplated closed session pursuant to Wis. Stat. § 19.85(1)(c) to discuss and take action, if appropriate, regarding employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically:
- i. Consider Preliminary Recommendation of Fire Chief for Promotion of the following candidates and report on personnel file reviews:
 - 1. Chad Powell, Apparatus Engineer to Lieutenant, effective within the 1st Quarter of 2024 following anticipated retirements;
 - 2. Samuel Cooke, Apparatus Engineer to Lieutenant, effective within the 1st Quarter of 2024 following anticipated retirements;
 - 3. Matthew Boyle, Firefighter to Apparatus Engineer, effective within the 1st Quarter of 2024 following anticipated retirements;
 - 4. Christopher Staveness Firefighter to Apparatus Engineer, effective within the 1st Quarter of 2024 following anticipated retirements;
 - 5. Justin Fehrenbach, Firefighter to Apparatus Engineer, effective within the 1st Quarter of 2024 following anticipated retirements;
 - 6. Trent Meicher, Firefighter to Apparatus Engineer, effective within the 1st Quarter of 2024 following anticipated

retirements;

ii. Consider Preliminary Recommendation of Police Chief for Promotion of the following candidates and report on personnel file reviews:

1. Scott Reitmeier, Detective Sergeant to Lieutenant, effective January 7, 2024;
2. Lauren Meverden, Police Officer to Detective, effective January 7, 2024;
3. Edward Marshall, Lieutenant to Captain, effective January 7, 2024.

iii. Consideration of motion for reconsideration regarding final approval of Probationary Police Officer due to probationary status extension.

The recommendations of the Police and Fire Chiefs were discussed in closed session and voted on in open session.

The proposed reconsideration was handled in open session during the Police Department's report and was not included in the closed session.

18. [81200](#)

Reconvene into open session to consider any remaining agenda items and to take action, if appropriate, regarding closed session

A motion was made by Gundlach, seconded by Schauf, to reconvene into open session. The motion passed by voice vote/other.

The commissioners reconvened into open session at 7:02pm.

A motion was made by Greer, seconded by Schauf, to postpone consideration of the promotional recommendations of the Fire Chief until specific dates are determined.

The motion passed by voice vote/other.

A motion was made by Greer, seconded by Boggess, to accept the preliminary recommendation of the Police Chief to promote Detective Sergeant Scott Reitmeier to the rank of Lieutenant, Police Officer Lauren Meverden, to the rank of Detective, and Lieutenant Edward Marshall, to the rank of Captain, all effective January 7, 2024

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The motion passed by voice vote/other.

ADJOURNMENT

A motion was made by Boggess, seconded by Gundlach, to Adjourn. The motion passed by voice vote/other.

The meeting adjourned at 7:06pm