

Attachments

- Promotional Designation Worksheet: PFC Process Dates (see above)

Recruiting and Hiring

2019 Pre-Service Academy Hiring Process Timeline

- **Seek PFC Approval of Eligibility Hiring List** – February 11, 2019
- **Trilogy: Interview, Personality Assessment and Ride-Along with a Field Training Officer:** February 25, 2018 through March 19, 2019.
- **Seek PFC Approval of Hiring List Candidates and Contingency List** – March 21, 2019
- **Tentative Job Offers:** March 28, 2019
- **Medical Clearance:** April 9-19, 2019
- **Final Job Offers:** May 6, 2019
- **Academy begins:** May 28, 2019

2020 Pre-Service Academy Hiring Process Timeline

- **Application Deadline:** October 21, 2019
- **Written & Physical Agility Testing:** April 28, 2019, October 6, 2019, November 17, 2019.
- **Consolidated Testing for Distant Candidates:** January 5-10, 2020
- **Oral Board Interviews:** June, November-January 2019
- **Background Investigations:** Immediately after an Oral Board, but no later than February, 2020

PSIA Report/Discipline Attachments and Notices

- Professional Standards Open Case Memo
- No suspensions requiring notification to the PFC.

CC

Jenna Rousseau, Counsel for PFC
Marci Paulsen, Assistant City Attorney
Victor Wahl, Acting Chief of Police

Madison Police Department
CORRESPONDENCE / MEMORANDUM

DATE: September 30, 2019

TO: All Personnel

FROM: Michael C. Koval, Chief of Police

RE: **Acting Promotion Announcement**

It is my pleasure to announce to the organization the following designation for an acting promotion position, contingent on the approval of the Police and Fire Commission:

Assistant Chief Victor Wahl to Acting Chief of Police

Assistant Chief Victor Wahl has an undergraduate degree and a law degree from the University of Wisconsin-Madison. He is an active member of the State Bar and has provided legal instruction to police officers for more than twenty years.

Assistant Chief Wahl began his career with the MPD in 1991 and has successfully made his way through the ranks. He was promoted to Sergeant in 1999, Lieutenant in 2002, Captain in 2008 and Assistant Chief in 2017. During his tenure with the MPD, Assistant Chief Wahl has worked in patrol services, the Dane County Narcotics and Gang Task Force, served as a Captain of the West District, had oversight of Professional Standards & Internal Affairs and held a variety of roles on the department's SWAT team.

Assistant Chief Wahl was instrumental in bringing less lethal force technologies to the MPD and was heavily involved in the development of MPD's K9 unit and the formation of Capital K9s.

Please join me in congratulating Assistant Chief Wahl on this well-deserved accomplishment!



Madison Police Department
CORRESPONDENCE / MEMORANDUM

DATE: September 10, 2019

TO: All Personnel

FROM: Michael C. Koval, Chief of Police

RE: **Promotion Announcement**

It is my pleasure to announce to the organization the following designation for promotion, contingent on the approval of the Police and Fire Commission:

Detective Sergeant Diana Nachtigal to Lieutenant

Detective Sergeant Nachtigal has a Bachelor's Degree in Accounting from Upper Iowa University as well as an Associate Degree in Accounting from Madison College. She is currently serving as one of our Detective Sergeant's for the Violent Crime Unit (VCU).

Detective Sergeant Nachtigal started her career with our Department in 1998 as an Account Technician. She was subsequently hired as a police officer in 2004, promoted to Detective in 2010 and promoted to Detective Sergeant in 2017.

During her tenure with the MPD, Detective Sergeant Nachtigal has worked as a patrol officer, a police officer with our Criminal Intelligence Section, a mental health liaison officer, a detective in the districts and VCU, and a member of our Community Safety Intervention Team (CSIT).

Please join me in congratulating Detective Sergeant Nachtigal on this well-deserved accomplishment!



Madison Police Department
CORRESPONDENCE / MEMORANDUM

DATE: September 10, 2019

TO: All Personnel

FROM: Michael C. Koval, Chief of Police

RE: **Promotion Announcement**

It is my pleasure to announce to the organization the following designation for promotion, contingent on the approval of the Police and Fire Commission:

Police Officer Amelia Levett to Detective

Police Officer Amelia Levett has a Master's Degree from Michigan State University, where she graduated with honors. She started her career with the MPD in 2012. Officer Levett is currently a patrol officer in the West District (2nd detail).

Prior to her current assignment, Officer Levett has worked as a neighborhood resource officer in the South District. She is also currently a field training officer, special events team (SET) member, part of the hiring resource group and a member of the domestic violence team. Officer Levett also has experience as an instructor and a recruit officer mentor.

Please join me in congratulating Police Officer Levett on this well-deserved accomplishment!



Madison Police Department
CORRESPONDENCE / MEMORANDUM

DATE: September 10, 2019

TO: All Personnel

FROM: Michael C. Koval, Chief of Police

RE: **Promotion Announcement**

It is my pleasure to announce to the organization the following designation for promotion, contingent on the approval of the Police and Fire Commission:

Police Officer David Mertz to Detective

Police Officer David Mertz has a Bachelor of Arts Degree in Criminal Justice from Aurora University and an Associates of Arts Degree from College of DuPage. He is currently a member of the West District Community Policing Team.

Police Officer Mertz was hired with the MPD in 2009. Prior to his current assignment, Police Officer Mertz was a patrol officer and a member of the Dane County Narcotics Task Force. He is a current SWAT officer, a member of the MPD mentor program and a member of our Redman Cadre. Police Officer Mertz is a veteran of the United States Marine Corps.

Please join me in congratulating Police Officer Mertz on this well-deserved accomplishment!



Madison Police Department
CORRESPONDENCE / MEMORANDUM

DATE: September 10, 2019

TO: All Personnel

FROM: Michael C. Koval, Chief of Police

RE: **Promotion Announcement**

It is my pleasure to announce to the organization the following designation for promotion, contingent on the approval of the Police and Fire Commission:

Police Officer Zulma Franco to Detective

Police Officer Zulma Franco has a Bachelor of Arts Degree in Organizational Management (with a Minor in Social and Criminal Justice) from Ashford University. She was hired with our Department in 2009 and is currently the School Resource Officer at East High School.

Police Officer Franco was a patrol officer prior to her current assignment. She has taken on an active role for Amigos en Azul, peer support, Latino/Black youth academies, Explorer 911 and the MPD hiring resource group. Police Officer Franco is also a member of our Special Events Team.

Please join me in congratulating Police Officer Franco on this well-deserved accomplishment!



Madison Police Department
CORRESPONDENCE / MEMORANDUM

DATE: September 18, 2019

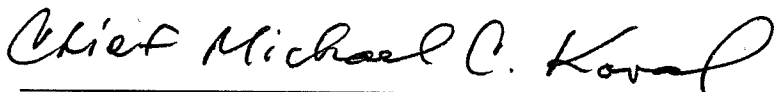
TO: Sergeant Ryan Henderson

FROM: Michael C. Koval, Chief of Police

RE: **Promotion to Sergeant**

It is my pleasure to advise you that your promotion to the rank of Sergeant of Police will no longer be temporary and I am now designating you to the rank of Sergeant due to a permanent vacancy that will exist. This designation is subject to the approval of the Police and Fire Commission.

Your official start date for seniority and pay increase purposes for this rank will be determined in the future. During the PFC review process, you may be in an acting status until the review process is completed. Congratulations again on this well-deserved promotion and I wish you the best of luck!



Michael C. Koval
Chief of Police

cc: Payroll
Personnel File
Captain P&TT
Elise Cole

Madison Police Department
CORRESPONDENCE / MEMORANDUM

DATE: September 18, 2019

TO: All Personnel

FROM: Michael C. Koval, Chief of Police

RE: **Promotion Announcement**

It is my pleasure to announce to the organization the following designation for promotion, contingent on the approval of the Police and Fire Commission:

Sergeant Kipp Hartman to Lieutenant

Sergeant Kipp Hartman has a Bachelor of Science Degree in Homeland Security and Public Safety with a concentration in Law Enforcement from Herzing University. He also has an Associate Degree in Applied Science Law Enforcement from Kankakee Community College.

Sergeant Hartman started his career with the MPD in June of 2005. He is currently the Sergeant of MPD's Pre-Service Academy, Hiring and Recruiting. Prior to his current assignment, Sergeant Hartman was a patrol sergeant, training officer and patrol officer.

During his tenure with our Department, Sergeant Hartman has been a field training sergeant, field training officer, SWAT tactical team member and SWAT assistant team leader. He is currently the SWAT Team Leader of the Tactical Platoon. Sergeant Hartman is a veteran of the United States Army.

Please join me in congratulating Sergeant Hartman on this well-deserved accomplishment!



2019 - 2020 Hiring Process

10/14/2019

CATEGORY	Male	%	Female	%	C/M	%	C/F	%	AA/M	%	AA/F	%	H/M	%	H/F	%	NA/M	%	NA/F	%	API/M	%	API/F	%	TOTAL
TOTAL APPLICATIONS	247	80.98%	58	19.02%	200	65.57%	50	16.39%	12	3.93%	1	0.33%	25	8.20%	5	1.64%	1	0.33%	0	0.00%	9	2.95%	2	0.66%	305
FAILED TO APPEAR OR WITHDREW	88		20		75		18		3		1		9		1		1		0		0		0		108
NUMBER REMAINING	159	80.71%	38	19.29%	125	63.45%	32	16.24%	9	4.57%	0	0.00%	16	8.12%	4	2.03%	0	0.00%	0	0.00%	9	4.57%	2	1.02%	197
FAILED WRITTEN	4		0		1		0		0		0		2		0		0		0		1		0		4
NUMBER REMAINING	155	80.31%	38	19.69%	124	64.25%	32	16.58%	9	4.66%	0	0.00%	14	7.25%	4	2.07%	0	0.00%	0	0.00%	8	4.15%	2	1.04%	193
OUT OF STATE ADMISSIONS COMMITTEE	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING	155	80.31%	38	19.69%	124	64.25%	32	16.58%	9	4.66%	0	0.00%	14	7.25%	4	2.07%	0	0.00%	0	0.00%	8	4.15%	2	1.04%	193
OUT OF STATE NO SHOW OR WITHDREW	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING	155	80.31%	38	19.69%	124	64.25%	32	16.58%	9	4.66%	0	0.00%	14	7.25%	4	2.07%	0	0.00%	0	0.00%	8	4.15%	2	1.04%	193
OUT OF STATE FAILED WRITTEN	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING	155	80.31%	38	19.69%	124	64.25%	32	16.58%	9	4.66%	0	0.00%	14	7.25%	4	2.07%	0	0.00%	0	0.00%	8	4.15%	2	1.04%	193
WITHDREW OR NO SHOW AT PHY AGILITY	5		0		3		0		1		0		1		0		0		0		0		0		5
NUMBER REMAINING	150	79.79%	38	20.21%	121	64.36%	32	17.02%	8	4.26%	0	0.00%	13	6.91%	4	2.13%	0	0.00%	0	0.00%	8	4.26%	2	1.06%	188
FAILED PHYSICAL AGILITY	4		1		2		1		2		0		0		0		0		0		0		0		5
NUMBER REMAINING	146	79.78%	37	20.22%	119	65.03%	31	16.94%	6	3.28%	0	0.00%	13	7.10%	4	2.19%	0	0.00%	0	0.00%	8	4.37%	2	1.09%	183
ADMISSIONS COMMITTEE	8		1		8		1		0		0		0		0		0		0		0		0		9
NUMBER REMAINING	138	79.31%	36	20.69%	111	63.79%	30	17.24%	6	3.45%	0	0.00%	13	7.47%	4	2.30%	0	0.00%	0	0.00%	8	4.60%	2	1.15%	174
WITHDREW OR NO SHOW PRIOR TO ORAL	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING	138	79.31%	36	20.69%	111	63.79%	30	17.24%	6	3.45%	0	0.00%	13	7.47%	4	2.30%	0	0.00%	0	0.00%	8	4.60%	2	1.15%	174
ORAL BOARD	12		1		10		1		2		0		0		0		0		0		0		0		13
NUMBER REMAINING	126	78.26%	35	21.74%	101	62.73%	29	18.01%	4	2.48%	0	0.00%	13	8.07%	4	2.48%	0	0.00%	0	0.00%	8	4.97%	2	1.24%	161
WITHDREW PRIOR TO BACKGROUND	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING	126	78.26%	35	21.74%	101	62.73%	29	18.01%	4	2.48%	0	0.00%	13	8.07%	4	2.48%	0	0.00%	0	0.00%	8	4.97%	2	1.24%	161
BACKGROUND	0		0		0		0		0		0		0		0		0		0		0		0		0
ELIGIBILITY LIST	126	78.26%	35	21.74%	101	62.73%	29	18.01%	4	2.48%	0	0.00%	13	8.07%	4	2.48%	0	0.00%	0	0.00%	8	4.97%	2	1.24%	161
WITHDREW AFTER BACKGROUNDS	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING	126	78.26%	35	21.74%	101	62.73%	29	18.01%	4	2.48%	0	0.00%	13	8.07%	4	2.48%	0	0.00%	0	0.00%	0	0.00%	2	1.24%	161
CHIEF'S INTERVIEW/RIDE-ALONG/PSY	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING	126	78.26%	35	21.74%	101	62.73%	29	18.01%	4	2.48%	0	0.00%	13	8.07%	4	2.48%	0	0.00%	0	0.00%	8	4.97%	2	1.24%	161
MEDICAL	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING	126	78.26%	35	21.74%	101	62.73%	29	18.01%	4	2.48%	0	0.00%	13	8.07%	4	2.48%	0	0.00%	0	0.00%	8	4.97%	2	1.24%	161
WITHDREW AFTER TENTATIVE JOB OFFER	0		0		0		0		0		0		0		0		0		0		0		0		0
NUMBER REMAINING/HIRED	126	78.26%	35	21.74%	101	62.73%	29	18.01%	4	2.48%	0	0.00%	13	8.07%	4	2.48%	0	0.00%	0	0.00%	8	4.97%	2	1.24%	161