



City of Madison

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

Meeting Minutes - Approved POLICE AND FIRE COMMISSION

Monday, April 13, 2020

5:30 PM

The meeting will be conducted by teleconference.

Some or all of the members of the body may participate by teleconference. The public (and City staff members) may join using the following call-in instructions:

dial 1-800-434-5932; enter participant code 46297194#

CALL TO ORDER / ROLL CALL

The meeting was called to order at 5:32pm. All commissioners appeared via telephone.

Present: 4 - Fabiola Hamdan; Kevin C. Gundlach; H. Nia Enemuoh-Trammell and Jacquelyn L. Boggess

APPROVAL OF MINUTES

A motion was made by Gundlach, seconded by Hamdan, to Approve the Minutes. The motion passed by voice vote/other.

PUBLIC COMMENT

There was no public comment.

DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

FIRE DEPARTMENT DISCUSSION ITEMS

1. [60182](#) Recommendation of Fire Chief regarding promotions and appointments
Assistant Chief Tracy Burrus presented the recommendations for the Fire Chief.
2. [60183](#) Update regarding 2019 Firefighter Recruit Class 9
The class has passed their EMTB requirements.
3. [60184](#) Update regarding 2020 Hiring Process
The hiring process has been postponed due to travel restrictions.
4. [60185](#) Update regarding Apparatus Engineer Promotional Process

Written exam is scheduled for April 22. It is currently postponed. There are 20 applicants.

5. [60186](#) General status update regarding personnel investigations

There is one pending investigation.

6. [60187](#) General state update regarding Fire Department resignations and retirements

There was one retirement and one resignation.

POLICE DEPARTMENT DISCUSSION ITEMS

7. [60188](#) Recommendation of Acting Police Chief regarding promotions and appointments; schedule personnel file review

Captain Jennifer Krueger-Favour presented the recommendations of the Acting Chief of Police.

8. [60189](#) Update on 2020 Pre-Service Academy Hiring Process

Captain Krueger-Favour has extended offers to 49 candidates so far. Candidates will be taking their physical tests, being split into small groups and utilizing appropriate PPE.

9. [60190](#) Update on 2021 Pre-Service Academy Hiring Process

The initial written test and physical agility test are delayed due to travel restrictions and the closure of UW facilities used for the physical agility exam. This delay will last until at least May, if not June, pending Gubernatorial orders. Applications are still being accepted and the department is doing as much as feasible to move the hiring process along.

10. [60191](#) General status update on Police Department discipline

There has been one suspension.

PUBLIC RECORDS

12. [60193](#) Consideration of motion to authorize the City of Madison Clerk's Office to serve as custodian for Board agendas and minutes and to apply the recommended retention/disposition policies that correspond to the record series.

A motion was made by Boggess, seconded by Gundlach, to authorize the City of Madison Clerk's Office to serve as custodian for Board agendas and minutes and to apply the recommended retention/disposition policies that correspond to the record series. The motion passed by voice vote/other.

11. [60192](#) Police Chief Recruitment Process - timeline; methods for obtaining community and stakeholder input; impact of COVID-19 on the process; staff update; discuss/schedule LVN virtual training.

The commissioners discussed the delays in the process due to COVID-19. Assistant City Attorney Marci Paulsen will continue to negotiate a contract with PERF for executive search services. Individual commissioners will attempt to complete virtual training with the Local Voices Network.

CLOSED SESSION

A motion was made by Gundlach, seconded by Boggess, to Convene into Closed Session. The motion passed by voice vote/other.

13. [60194](#) 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: Act on final recommendation of Fire Chief for the appointment of Frances Tatar to the position of Division Chief, effective May 5, 2020.
14. [60195](#) 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: Act on preliminary recommendation of Acting Police Chief for promotion of the following individuals, on a probationary basis pursuant to Rule 4(f)(vi), and with continuing appointment subject to a final recommendation by the Chief and final Board approval, which is reserved for 12 months from the effective date:
- a. David Retlick, Police Officer to Detective, effective February 23, 2020;
 - b. John Christian, Police Officer to Detective, effective April 5, 2020;
 - c. Michael Davenport, Police Officer to Detective, effective April 5, 2020.
15. [60196](#) Reconvene into open session to consider any remaining agenda items and to take action, if appropriate, regarding the items discussed in closed session.

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

Vote on Fire Department Promotion

A motion was made by Boggess, seconded by Gundlach, to approve the final recommendation of the Fire Chief for the appointment of Frances Tatar to the position of Division Chief, effective May 5, 2020. The motion passed by voice vote/other.

Vote on Police Department Promotions

A motion was made by Gundlach, seconded by Hamdan, to approve the preliminary recommendation of the Acting Police Chief for promotion of the following individuals, on a probationary basis pursuant to Rule 4(f)(vi), and with continuing appointment subject to a final recommendation by the Chief and

final Board approval, which is reserved for 12 months from the effective date:

- a. David Retlick, Police Officer to Detective, effective February 23, 2020;
- b. John Christian, Police Officer to Detective, effective April 5, 2020; and
- c. Michael Davenport, Police Officer to Detective, effective April 5, 2020. The motion passed by voice vote/other.

ADJOURNMENT

A motion was made by Hamdan, seconded by Gundlach, to Adjourn. The motion passed by voice vote/other. The meeting adjourned at 6:49pm.