

Public Safety Committee
Wednesday, November 4, 2015 6:30 p.m.
Regular Meeting

**Common Council Chambers
31 South Madison Street**

MINUTES

1. Call to Order. Meeting was called to order at 6:30 p.m. by James Montgomery.
2. Roll Call. Members present: James Montgomery, Cheryl Fuchs. Others present: City Administrator Ian Rigg, Police Chief Scott McElroy, Mayor Sandy Decker, and Deputy Clerk Maria Hougan. Absent: Matt Brown
3. A motion was made by Fuchs, second by Montgomery, to approve the agenda as presented.

Motion carries 2-0.

4. A motion was made by Montgomery, second by Fuchs, to approve the October 7, 2015 regular meeting minutes as printed.

Motion carries 2-0.

5. Citizen appearances other than agenda items listed. James Brooks, 563 S. 6th Street was in attendance as a citizen expressing frustrations with the new phone system at the Police Department. Police Chief McElroy stated the new phone system is the only way they can get an accurate time for recording purposes. He said this is the same system many other agencies use.

6. Old Business.

- A. Discussion regarding liquor and operator's licensing policies including a formal denial/appeal process. Deputy Clerk/Treasurer Maria Hougan presented her report on Alcohol Beverage Licensing to the Public Safety committee. She reviewed several municipalities and found that most of them have adopted state statues chapter 125 regarding alcohol licensing. Some municipalities have a demerit system in place where habitual offenders are issued demerit points for each citation incurred, once the total reaches a certain amount, they are recommended for non-renewal or denial. The committee determined they would not make any changes at this time.

7. New Business.

- A. A motion was made by Fuchs, second by Montgomery, to approve the 4th Annual Turkey Trot, to be held on Thanksgiving morning, November 26, 2015. Denise Johnson was in attendance to present this event. She distributed a revised route map.

Motion approved 2-0.

- B.** A motion was made by Montgomery, second by Fuchs, to approve the Jingle Jog and Grinch Chase to be held on November 21, 2015. City Administrator Ian Rigg presented this event in Christina from the Chamber's absence. A route and information describing the event was distributed at the meeting.

Motion approved 2-0.

- C.** A motion was made by Montgomery, second by Fuchs, to approve the Original Operator's License application(s) for:
1. Thomas L. Lindemann
 2. Christine R. Matson
 3. John L. Schneider

Motion approved 2-0.

- D.** A motion was made by Fuchs, second by Montgomery, to recommend to Council approval of the Audio Video recording policy, 6.28, for the Police Department. Chief McElroy presented the policy. He stated Attorney Kopp has reviewed the policy. City Administrator Rigg stated there will need to be another line created/added to the fee schedule for redacting fees for open records requests. More research will need to be done on redacting costs and finding a company to do the redactions. Mayor Decker wanted to make sure the innocent public was protected; but she stated she is not against this. The policy would need to be reviewed and revised as needed on a regular basis.

Motion approved 2-0.

- E.** A motion was made by Montgomery, second by Fuchs, to recommend to Council approval of the Joint Powers Agreement between the City of Evansville Police Department and the Rock County 911 Communications Center. Chief McElroy stated this policy requires a yearly approval per state statutes. There have not been any changes to the policy.

Motion approved 2-0.

- F.** A motion was made by Fuchs, second by Montgomery, to recommend Ordinance 2015-10 A Charter Ordinance Eliminating the Office of Emergency Medical Services Coordinator to the Common Council for first reading. City Administrator Rigg presented the Ordinance and the reasons for the changes. He stated this will help in the recruitment and selection of the EMS position. Attorney Kopp has reviewed the Ordinance and recommended this amendment.

Motion approved 2-0.

- G. A motion was made by Montgomery, second by Fuchs, to recommend Resolution 2015-29 Amending the City of Evansville's Fee Schedule to Common Council. City Administrator Rigg presented the fee schedule changes. The fee for the Class A Beer would be raised to \$100.00 to keep in line with the Class B Beer. They will both be \$100.00.

Motion approved 2-0.

- H. A motion was made by Montgomery, second by Fuchs, to table approving the Part-time EMS Coordinator job description. City Administrator Rigg stated the position description is not ready yet.

Motion approved 2-0.

8. Evansville Police Department Report. Police Chief McElroy presented his report below:

I. POLICE DEPARTMENT MONTHLY REPORT
October - 2015

II. Officer Training:

Officer Arnold and Rittenhouse are now working alone in a squad, as a secondary officer.

Officer Hollis continues in his field training.

Officer Meryisa Hernandez had accepted full time employment at Sauk County. She will remain on part time.

EPD staff will complete Blood Borne Pathogen training in next few months.

We have reserved a slot for ALERRT Level 1 Active Shooter training are scheduled for December 9-10, 2015 in Beloit.

Chief McElroy attended legal update on Tuesday 11-3-15 at Wisconsin Dells.

III. Community Relations:

See: <http://www.ci.evansville.wi.gov/city/services/police.html>

Officers continue reading to/with the students at the Elementary school.

Sergeant Reese participated in the onsite accreditation assessment for Town of Beloit PD as an assessor! This is a requirement of accreditation.

We placed a few Halloween public service/safety announcements on our Facebook page that received a lot of views.

IV. Monthly Update:

1. Follow up from July Meeting:

Policy on Video/Audio (attached) was reviewed by City attorney.

7. D Discussion on Joint Powers agreement

Joint Powers Agreement:

The Joint Powers Agreement is an agreement that all Rock County 911 Communications Center user agencies sign each year for the purposes of officially identifying the Rock County 911 Communications Center as the Dispatch Point. This is a legal requirement for a consolidated public safety communications center anywhere in Wisconsin. The agreement covers mutual aid requirements and the radio frequencies to be utilized for dispatch purposes for each agency. Finally, the agreement addresses the recording process for records created at the 911 Communications Center.

The Agreement needs to be signed each year according to state statute, and cannot be automatically renewed each year. The agreement is recorded with the Department of Justice each year.

The Joint Powers Agreement was created when Rock County consolidated public safety dispatching into one dispatch center (the current 911 Communications Center). The Agreement is required by State Statute and provides the 911 Center with the authority to dispatch any public safety agency to any part of our County upon the request of any other County public safety agency. This authority is very important for liability purposes and to make sure that we have the ability to dispatch any public safety agency in the County.

8. Discussion on policy 6.28 Audio/video

2-5 Department Specific Personnel Policies.

Individual departments may have needs which are not specifically addressed by this city-wide personnel policy. Those departments may develop policies to address those needs so long as those policies do not conflict with this handbook, other City policies, or with any labor agreement that applies to that department. The more restrictive policy shall be the controlling policy for each department.

Any policies developed under this section must be in writing, approved by the department's supervisory committee, reviewed by the Finance and Labor Relations Committee, adopted by the Evansville Common Council, distributed to all affected employees, and filed with the administrative staff at City Hall.

VI: Ancillaries:

- Policy 6.28
- Joint Powers Agreement

End of Police Report

9. Evansville Emergency Medical Services Report. City Administrator Rigg gave the Public Safety Committee and update on the EMS department. They have received 4 applications for the EMS position, and have received a few calls inquiring about the position as well.

He stated Carolyn will be attending the Life Quest conference taking place in the Wisconsin Dells.

10. Meeting Reminder: Next regular meeting scheduled for Wednesday, Dec 2, 6:30 pm.
11. Motion to adjourn. A motion was made by Fuchs, second by Montgomery, to adjourn at 8:15 pm.

Respectfully submitted,

Maria Hougan
Deputy Clerk/Treasurer