

Police Commission Meeting Minutes – August 5, 2021

Members present: Schmidt, Barry, Krauski, Gossett, Miller and Non-Voting Council Representative Schellpeper
Staff present: Pfister, Timm, Posnik and Wallace

1. **Chairman Krauski** called the meeting to order at 5:00 pm and the Deputy Clerk confirmed appropriate meeting notice had been given.
2. **Approve minutes from July 15, 2021:** Motion by Schmidt to approve the July 15, 2021 minutes as written; second by Miller. Motion carried 5-0.
- 3.a. **Review/act on Adopted Bylaws:** Krauski reported this is the final copy of the adopted Bylaws that Atty. Stadler submitted for the Commissioner's review. She asked if there were any corrections. Commissioners discussed changing Section 5.2.4 verbiage from "any of the top five candidates", more than five when have three or more vacancies to fill and "up to 5 candidates" and changing Section 5.2.3, the certified list would expire twelve months, or in six months, or to "December 31st, 2021". Commissioners agreed to make no changes to the Bylaws as motions can be made to expire list at any time. No action taken.
- b. **Review Chief Hiring Process Document:** Krauski stated this document was prepared collaboratively by herself, HR and the City Administrator with recollection and notes of the steps that they had taken from the last hiring process. She explained this document could be changed at another meeting if something has been forgotten to be included as a step or if something isn't clearly explained. Commissioners suggested under 1.b.c. striking the first "and" after professional growth, add the Chair and HR to hold a meeting with the outgoing the outgoing Chief to find out information to consider and to be transparent and hold a public hearing or community listening session.
- c. **Establish an eligibility list for the patrol officer positions:** Timm stated the process has started for the hiring of 2 new officers. He stated thirty-four applications were received and twenty-two met the requirements. Twelve applicants were eligible to participate in the physical aptitude test, which this is the first time we did testing on consecutive days (July 22nd & July 23rd) and only six applicants showed up. Five applicants passed and one failed. July 23rd was the oral essay test and all five passed. Oral interviews were held. Five applicants participated and three applicants passed. Timm stated he is requesting that the Commission certify the three candidates on the eligibility list. The three names are: Kyle Palm, Dominique Ramirez and Brandon Rogers. Background investigations are being done and the candidates still need to interview with Chief Pfister, HR and with the City Administrator. Pfister will bring the candidates to the Committee once the background and interview process is done.

Motion by Gossett that the Commission establishes an eligibility list for the patrol officer positions; second by Schmidt. Motion carried 5-0.
- d. **Commission to certify three names to the Chief to fill two entry level Police Officer positions:** Motion by Schmidt that the Commission certify the three names submitted for the Chief to fill the two entry level Police Officer positions: Kyle Palm, Dominique Ramirez and Brandon Rogers; second by Miller. Motion carried 5-0.
- e. **Closed Session:** Motion by Miller to go into Closed Session, per Wis. Stats. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding consider appointment of police sergeant candidate; second by Schmidt. Motion carried 5-0. Closed Session convened at 5:39 PM.
- f. **Reconvene into open session, per Wis. Stats. 19.85(1)(c):** Motion by Miller to reconvene into Open Session; second by Schmidt. Motion carried 5-0. Open Session reconvened at 6:09 PM.
- g. **Chief to appoint Police Sergeant:** Pfister requested the appointment of Officer Mitchell Karleski to the position of Police Sergeant.

Mitchell Karleski has been with City of Oconomowoc Police Department since 2015. He is the lead officer in charge on 3rd shift. He worked for the Jefferson County Sheriff's Department and the City of Jefferson Police Department. He went through the interview process and passed. Pfister recommends the promotion of Officer Mitchell Karleski to the position of Police Sergeant.

h. Consider/act on confirmation of Chief's appointment for Police Sergeant: Motion by Schmidt to confirm Chief Jim Pfister's appointment of Mitchell Karleski to the position of Sergeant of Police; second by Gossett. Motion carried 5-0.

i. Election of Chairperson: Krauski stated she has asked the Mayor to consider not reappointing her for another term in April of 2022. She has done her community service and it doesn't make sense to continue as the Chairperson.

Motion by Barry to nominate Miller as Chairperson; second by Schmidt. Motion carried 5-0.

j. Election of Vice-Chairperson: Motion by Miller to nominate Barry as Vice-Chairperson; second by Schmidt. Motion carried 5-0.

k. Election of Secretary: Motion by Miller to nominate Krauski as Secretary; second by Barry. Motion carried 5-0.

Motion by Barry to adjourn; second by Schmidt. Motion carried 5-0. The meeting adjourned at 6:20 p.m.

Minutes taken by Tina Wallace, Deputy City Clerk