

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING AGENDA
THURSDAY, SEPTEMBER 5, 2013, AT 7:00 P.M.**

This meeting will be held in the City Council Chambers, City Hall, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call
4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes
5. Acknowledge correspondence
6. Approval of minutes from the regular meeting August 8, 2013
7. Fire Department Business:
 - a. Approval of bills for the Month of August 2013. Operating in the amount of \$73,248.15
 - b. Presentation from the Geneva Lake Association regarding a fire boat for Geneva Lake
 - c. Elected/Appointed Officials Fire Operations Class
 - d. Proposed Fire Protection Ordinance
 - e. Pro-Phoenix update
 - f. Impact Fee Usage
 - g. Linn Township Coverage
 - h. Smoke Detector Program
 - i. Leave of absence request from James Hogan
 - j. Hire Carly Behrens from recently approved POP List
 - k. Thank you letter from Brunk Industries for providing 195 employees with fire extinguisher training
 - l. EMS Medical Billing Report/Stack Report
 - m. Fire Department activity report for July

n. Paratech monthly report

o. Items to be forwarded to the City Council

8. Police Business

a. Approval of bills for the Month of August 2013. Operating in the amount of \$296,761.67 and capital in the amount of \$125.00, for a total of \$296,886.67

b. Contract language for Chief and Assistant Chief's benefit contracts

c. Contracts for Booking Officers attending the Police Academy

d. Hiring to fill the vacancy created by Detective Sergeant Carstensen's retirement

e. Ride-a-long program

f. Police Department Training Room

g. Reminder of Ralph Braden's Retirement Party September 7, 2013

h. Approve Policies: Chapter 3 – General Operations

390 – Illness and Injury Prevention

Chapter 5 – Traffic Operations

514 – Impaired Driving, Prohibited Alcohol Concentration, Restricted Controlled Substance

Chapter 7 – Equipment

702 – Personal Communication Devices

704 – Vehicle Maintenance

706 – Vehicle Use

710 – Petty Cash Fund

Chapter 8 – Support Services

808 – Restoration of Firearm Serial Numbers

812 – Criminal History Record Information (CHRI)

814 – Computers and Digital Evidence

Chapter 9 – Custody

902 – Custody Searches of Individuals

Chapter 10 – Personnel

1002 – Employee Performance Appraisals

1004 – Promotions and Assignments

1042 – On-Duty Injuries

1050 – Nepotism and Employment Conflicts

1054 – Modified Duty Assignments

1058 – Employee Speech, Expression and Social Networking

i. Monthly Activity report for August 2013:

2013	Dispatch activity for August: Telephone calls	4,826	911 Calls	278	Window assists	1,265
2012	Dispatch activity for August: Telephone calls	4,452	911 Calls	255	Window assists	1,164
2013	Patrol activity for August: Calls for service	1,851	Arrests	138		
2012	Patrol activity for August: Calls for service	1,978	Arrests	215		

j. Items to be forwarded to the City Council

9. Motion to go into closed session under Wisconsin State Statute 19.85(1)(e), Conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Specifically Police Department Personnel contract negotiations.
10. Motion to return to open session per Wisconsin State Statute 19.85(2)
11. Discussion and action on closed session items if needed.
12. Agenda items for the next regular meeting October 10, 2013.
13. Adjourn