

**City of Port Washington Police and Fire Commission
Minutes of Regular Meeting Held Monday May 10, 2010**

1. Meeting called to order at 7:00 p.m. Chairman Nelson introduced new commissioner Marty Becker. Present: Commissioners Nelson, B. Becker, Taucher, Tietyen, and M. Becker; Fire Chief Mitchell; Police Chief Thomas; Captain Keller.
2. Election of Officers: Moved by B. Becker, seconded by Tietyen to elect Rick Nelson to the position of Commission Chair. Unanimous approval. Moved by B. Becker, seconded by Nelson to elect Terry Tietyen to the position of Commission Vice Chair. Unanimous approval. Moved by Tietyen, seconded by B. Becker to elect Gina Taucher to the position of Commission Secretary. Unanimous approval.
3. There were no public appearances.
4. The minutes of the regular meeting held on April 12, 2010 were reviewed. Moved by B. Becker, seconded by Tietyen to approve. Unanimous approval.

Ambulance Department

1. Ambulance Department bills for April 2010 were reviewed. Moved by B. Becker, seconded by Taucher to approve. Unanimous approval.
2. The ambulance budget was reviewed.
3. Ambulance revenue for April 2010 was \$25,023.49. The year-to-date total is \$97,645.06
4. April 2010 ambulance calls were reviewed.
5. The committee that is studying the level of care increase met with representatives of LifeQuest Ambulance Billing Service. The committee will meet next with the Ozaukee County Medical Director. State of Wisconsin information on service upgrades was reviewed.
6. No further Ambulance Department business.

Fire Department

1. Fire Department bills for April 2010 were reviewed. Moved by B. Becker, seconded by Tietyen to approve. Unanimous approval.
2. The fire budget was reviewed.
3. April 2010 fire calls were reviewed.
4. Fire Chief's report: The new fire/rescue boat was delivered. Purchased with grant money, the boat will be moored on the Fuel Pier during the boating season. Twenty members of the department have completed the Boater Safety course.
5. No further Fire Department business.

Police Department

1. Police Department bills for April 2010 were reviewed. Moved by B. Becker, seconded by Taucher to approve. Unanimous approval.
2. Municipal Court income for March 2010 was \$8,399.51. The year-to-date total is \$29,896.98.
3. Chief's Report
 - a. Port Washington Mayor Huebner has issued a proclamation in honor of National Police Week, and the department will host a memorial service for fallen officers on May 13.
 - b. The application for a COPS Rehiring Grant will not be updated for consideration in 2010.
4. A press release regarding the City's Pet Ordinance was reviewed.

5. Moved by Tietyen seconded by Taucher to approve Accreditation Police Manual Resolution #2010-1 (attached), which rescinds the old department policies, rules and regulations, and adopts the new General Orders Manual. Unanimous approval.
6. The 2009 Police Department Annual Report was reviewed
7. There was no other business.
8. Moved by B. Becker, second by Tietyen to adjourn. Unanimous approval. Meeting adjourned at 8:03 p.m.

Respectfully submitted,

Gina Taucher, Secretary

PORT WASHINGTON POLICE & FIRE COMMISSION
Resolution No. 2010 - 01

**Repealing Existing Police Department Orders, Rules and Regulations and
Approving the Adoption of New Orders, Rules and Regulations**

WHEREAS, the Port Washington Police Department previously implemented and has in force certain Rules and Regulations dated January 1, 1970 as listed in the Table of Contents attached hereto and incorporated by reference herein as Exhibit A; and

WHEREAS, the Police Department has adopted a Goal Statement affirming that: *"As an integral component of the government for the City of Port Washington, Wisconsin, the police department will seek to achieve, objectively verify, and maintain high quality operations through periodic evaluations conducted by an independent, non-governmental body that has established standards for its 'clientele.'"*; and

WHEREAS, in an effort to meet said goals the Police Department in February 2006 applied for accreditation of its operations in accordance with standards established by the Wisconsin Law Enforcement Accreditation Group, Inc. ("WILEAG"); and

WHEREAS, the Police Department has completed various steps in the accreditation process including, but not limited to, developing general orders consistent with mandatory legal policies promulgated by the state of Wisconsin, and additional general orders, rules and regulations consistent with WILEAG's "best contemporary law enforcement practices"; and

WHEREAS, the Police Department seeks approval by the Police & Fire Commission for the repeal of such existing Rules and Regulations, and adoption of the new Rules and Regulations as one of the final steps in the accreditation process; and

WHEREAS, the Police & Fire Commission has determined that adoption of those new General Orders listed in the Table of Contents dated March 1, 2010 attached hereto and incorporated by reference herein as Exhibit B will promote public safety, and professionalism among Port Washington police officers to better serve the community,

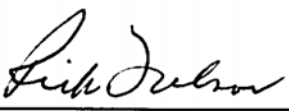
NOW, THEREFORE, BE IT RESOLVED that the Port Washington Police & Fire Commission hereby approves the repeal of those certain General Orders, Rules and Regulations dated January 1, 1970 listed in Exhibit A hereto, and approves the adoption of those new General Orders, Rules and Regulations listed in Exhibit B hereto, and

IT IS FURTHER RESOLVED that a copy of this signed Resolution shall be provided to the WILEAG for its consideration in its review of the operations of the Port Washington Police Department, as part of the accreditation process.

Adopted and dated this 10th day of May, 2010.

**PORT WASHINGTON
POLICE & FIRE COMMISSION**

ATTEST:

by: 
Richard Nelson, Chairperson

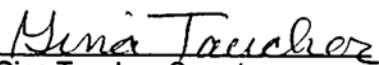
by: 
Gina Taucher, Secretary

EXHIBIT A

TABLE OF CONTENTS

Rules and Regulations dated 1/1/1970
A1 Format for Written Policy
A-2-80 Law Enf. Code of Ethics
A-3-81 Objectives & Goals
A-4-81 Departmental Property (not vehicles)
A-5-82 Property/Evidence
A-6-94 Authority and Responsibility
A-7-94 Reporting for Duty
B-1-80 Uniform Stds. And Regs
B-2-97 Harassment and Discrimination
D-1-81 Citizen Complaints
D-2-84 Stop & Talk/ Stop & Welcome
D-3-90 "Teddy Bear" Program
D-4-97 Sex Offender Registration
E-1-80/E-1-96 Bank/Financial Alarm Responses
E-2-82 Animal Control
E-3-94 Storm Warnings
E-4-95 Municipal Lockup
F-1-82 Departmental Property - Vehicles
F-2-82 Economy of Police Vehicle Operation
F-3-83 Police Dept. Jeep-Type Vehicle
F-4-87 Use of Force
F-4-99 Use of Force
F-5-87 Use of Lap Belts/ Shoulder Harnesses
F-6-93 Bloodborne Pathogen
F-6-99 Invest. Of Officer-Involved Shootings
F-7-98 Crime Victim Assistance
G-O-2-83 Foot Patrol/ Beat Squad
GO3-86 High Speed Pursuits
G-04-94 Mobile Video/ Audio Recdg. Equipment
G-04-95 Police Bicycle Patrol
G-05-96 Boat/Water Safety Patrol
G-06-99 Dept. Motorcycle
G-07-01 Traffic Stops, Authority & Discretion
G08-02 Bushmaster XM15-E25
HA-1-87 Enf. Operations D/C & Loiter: N. WI Str.
H-2-96 Bicycle Enforcement Guidelines
I-1-84 Alcohol & Drug Abuse -Juveniles
I-2-85 Alcohol & Drug Abuse-Adults
I-3-89 Domestic Abuse
I-3-93 Oz. Cty. Child Abuse/Neglect Protocol
I-4-94 Worthless Check Complaint
I-5-2003 Missing Children
J-1-94 TIME System

PORT WASHINGTON POLICE DEPARTMENT GENERAL ORDERS MANUAL TABLE OF CONTENTS
Chapter #1 – Organization and Management Role
General Order 1.1.1 – Agency Role
General Order 1.2.1 – Employee Role
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General Order 1.2.3 – Harassment in the Workplace
General Order 1.3.1 – Structure, Accountability, and Command Authority
General Order 1.3.2 – Administrative Reporting and Legal Advice
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General Order 1.5.1 – Fiscal Management/Agency Owned Property
General Order 1.6.1 – Agency Jurisdiction and Expander of Jurisdiction
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General Order 1.7.3 – Arrest Procedures Seizure
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General Order 1.7.6 – Biased-Based Policing
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General Order 1.9.1 – Line-of-Duty Death
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Chapter #2 – Personnel Services
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General Order 2.2.1 – Grievance Procedures
General Order 2.3.1 – Job Classifications
General Order 2.4.1 – Overtime/Call-in
General Order 2.4.2 – Uniforms/Equipment and Dress Code
General Order 2.4.4 – Medical Circumstances
General Order 2.4.5 – Off Duty Employment
General Order 2.5.1 – Performance Evaluations
General Order 2.6.1 – Promotional Processes
General Order 2.7.1 – Auxiliary Personnel
Chapter #3 – Recruitment/Selection
General Order 3.1.1 – Recruitment/Selection
Chapter #4 – Commendations/Disciplinary Procedures
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General Order 4.2.1 – Internal Affairs
General Order 4.2.2 – Disciplinary Procedures

Chapter #5 – Management of Resistance/Aggression
General Order 5.1.1 – Use of Force
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Chapter #6 – Operations
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General Order 6.1.3 – Missing Persons Investigations
General Order 6.1.4 – Anatomical Gifts
General Order 6.1.5 – Police Ride-Along Program
General Order 6.1.6 – Intoxicated and Incapacitated Persons
General Order 6.1.7 – Mobile Data Computer System
General Order 6.2.1 – Traffic
General Order 6.2.2 – Traffic Stops and Approach to Violator’s Vehicle
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General Order 6.6.1 – Juvenile Procedures
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General Order 6.6.3 – Reporting of Child Abuse
Chapter #7 – Care of Detainee
General Order 7.1.1 – Search/Transport of Detainee(s)
General Order 7.2.1 – Holding Facility - Temporary
Chapter #8 - Community Relations
Public Information Process: <i>Refer to General Order 10.1.1</i>
Chapter #9 – Communications
General Order 9.1.1 Radio and Communications
Chapter #10 – Records/Public Information
General Order 10.1.1 – Records/Public Information
General Order 10.1.2 – TIME System/Warrants and Wanted Person Files
Chapter #11 – Evidence/Property Integrity
General Order 11.1.1 – Collection and Preservation of Evidence/Property
General Order 11.2.1 – Maintenance of Evidence/Property

03/01/2010

Chapter #12 – Training
General Order 12.1.1 – Weapons and Ammunition
General Order 12.2.1 – Employee Training
Chapter # 13 –Critical Incidents
General Order 13.1.1 – Critical Incidents – All Hazard Plan
General Order 13.1.2 – Special Operations
General Order 13.2.1 – Planning and Organization – Critical Incidents
Chapter # 14 – Victim/Witness Assistance
General Order 14.1.1 – Victim and Witness Rights and Services