



Fire and Police Commission

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Memorandum

To: Fire and Police Board of Commissioners

From: Leon W. Todd
Executive Director

Date: April 14, 2021

RE: Monthly Update on FPC Departmental Operations

The following report is an update for Board of Fire and Police Commissioners on FPC departmental operations. This report will be presented by the Executive Director at the FPC Board meeting on April 15, 2021.

1. Staff Vacancies within the FPC Departments

There are currently twenty-three staff positions within the FPC's eight departments,¹ which include: (1) Administration; (2) Legal; (3) Research; (4) Emergency Management and Communications; (5) Testing, Hiring, and Recruiting (or Staffing Services); (6) Investigations; (7) Community Engagement; and (8) Audit. At the time I became Executive Director on December 30, 2020, there were nine vacancies within those departments. Two of those vacancies have now been filled, and additional progress has been made toward filling several others. One additional position—that of Community Outreach Coordinator—recently became vacant in March 2021, as well. Thus, there are currently eight vacancies within the FPC. Below is a detailed update on recent efforts to fill the staffing vacancies within the FPC:

Administration

Chief of Staff. I am pleased to report that Naomi Gehling will join the FPC as Chief of Staff effective May 3, 2021. Ms. Gehling is a graduate of UWM and Harvard Law School. She currently works as an Assistant City Attorney for the City of Milwaukee where, among other things, she has represented the City with respect to the *Collins* settlement agreement. Ms. Gehling has also represented the City in other civil litigation matters, including §1983 civil rights cases. Prior to joining the City Attorney's Office, Ms. Gehling worked as an attorney for the law firms Gonzalez, Saggio & Harlan LLP and Foley & Lardner LLP. She also previously served as a law clerk for the Honorable Charles N. Clevert, Jr., former Chief Judge for the United States District Court for the Eastern District.

¹ This does not include the new Office of Emergency Communications.

Testing, Hiring, and Recruiting

Staffing Services Manager. This position is currently filled by La’Neka Horton through a temporary appointment. I have identified a top candidate for this position based on an existing eligible list and have made a conditional offer of employment, contingent on a background check and the approval of negotiated salary rate. I am therefore hopeful that this position will soon be filled on a permanent basis, as well.

Human Resources Representative. As I previously reported, this position was filled in February by Jason Pifer, who has been a great addition to the FPC team. Among other relevant experience, Mr. Pifer previously worked as the personnel officer for the City Attorney’s Office, where he managed that office’s HR functions. In addition, he previously worked as an HR analyst for Milwaukee County, where he oversaw the recruitment and hiring process for the Sheriff’s Department, the House of Corrections, and the Office of Emergency Management Systems.

Test Administration Coordinators. An initial round of interviews for this position was previously conducted. Unfortunately, the three top candidates declined offers of employment. We are therefore assessing our options for moving forward with respect to filling this position, including conducting interviews of additional candidates.

Program Assistant II. An eligible list of top rated candidates is ready and available. This will be the next set of interviews conducted by the Staffing Services Department.

Research

Research and Policy Analyst. An eligible list of top rated candidates is ready and available. I plan to schedule interviews for this position in the near future.

Emergency Management

Program Assistant II. This position is currently being reclassified to a Program Analyst position at the recommendation of Kyle Mirehouse, the Director of Emergency Management and Communications. The reclassification is currently pending with DER and should be completed relatively soon. Once the position is reclassified, it will be posted for candidates to apply.

Community Engagement

Community Outreach Coordinator. Again, Ana Diaz, the former Community Outreach Coordinator, left the FPC last month. A request to fill this vacancies has been submitted to the Finance & Personnel Committee. Once that request is approved, the position will be posted to fill this vacancy.

Audit

Auditor—2 vacancies. Audit Manager Mike Doherty and I previously conducted interviews for these positions in January 2021 based on an existing eligible list that was generated prior to my start date on December 30, 2020. Unfortunately, we were not able to find any suitable candidates based on those interviews. The positions were therefore reposted and a new eligible list was generated. Last week, we conducted interviews of six candidates and have identified top rated candidates. We are now in the process of conducting reference and background checks of the top candidates.

II. Update on Departmental Operations

A. Testing, Hiring, and Recruiting

The Staffing Services Department is engaged in ongoing testing, hiring, and recruiting to fill positions within the Milwaukee Fire and Police Departments. The following is an updated schedule of their recently completed and planned future activities (which dates may be tentative and/or subject to change, as necessary):

Dates	Fire Department	Police Department
January 11 & 14	Fire Cadet (written exam practice sessions)	
January 29-30	Fire Cadet (written exam)	
February 15	Fire Cadet (written make-up exam)	
February 28 to March 4	911 Operator (typing & practical exam)	911 Operator (typing & practical exam)
March 5	Fire Cadet (PHQ's due)	
March 9-10	Fire Cadet (oral interviews)	
March 11-12	911 Operator (oral interviews)	911 Operator (oral interviews)
March 17		Community Service Officer (2021 recruitment) (thru April 7)
March 22	911 Operator (PHQ's due)	911 Operator (PHQ's due)
April 24	Fire Cadet (PAT practice session)	
April 26-28		Police Officer (oral board)
April 28	911 Operator (MMPI)	911 Operator (MMPI)
May 1	Fire Cadet (PAT practice session)	
May 6	911 Operator (background appeals)	911 Operator (background appeals)
May 7 & 21	Fire Recruit (CPAT orientation)	
May 8	Fire Cadet (PAT)	

May 10-13	911 Operator (medical)	911 Operator (medical)
May 17-20	911 Operator (psychological evaluations)	911 Operator (psychological evaluations)
May 24-25		Police Officer (PRT)
June 1	911 Operator (psych appeals)	911 Operator (psych appeals)
June 7 & 14	Fire Recruit (CPAT trial)	
June 7-11	Fire Recruit (medical)	
June 14-18		Police Officer (psych evaluations)
June 14-18		Police Officer (background appeals)
June 14	911 Operator (class begins)	911 Operated (class begins)
July 1-2 & 7-6	Fire Cadet (medical)	
July 2 & 16	Fire Recruit (CPAT)	
July 19-21		Police Officer (medical)
July 26	Fire Recruit (class begins)	
August 2-4, & 6		CSO (medical)
August 9	Fire Cadet (class begins)	
August 23		Police Officer (class begins)
September 7		CSO (class begins)

B. Community Engagement

Again, Community Outreach Coordinator Ana Diaz has left the FPC. Her position will therefore need to be posted and filled.

C. Emergency Management and Communications

Major projects within this department include establishing the new Office of Emergency Communications, consolidating the Police and Fire dispatch centers within a new, NextGen 911 system, and implementing the new Computer Aided Dispatch (CAD) system. This work is being done in conjunction with the Executive Steering Committee and Winbourne Consulting.

With respect to the Office of Emergency Communication, interviews have been conducted to fill the positions of Project Manager, GIS Systems Administrator, and CAD Administrator (2 positions). I recently made conditional offers to the top candidates for these positions, which are contingent on the passing of background checks and the approval of the negotiated salary amounts by the Department of Employee Relations and the Chair of the Finance & Personnel Committee. We are now aiming to have these positions filled by mid-May.

Regarding the NextGen 911 system, the final review of the configuration took place on February 26, 2021. Training sessions were held from March 1 to March 11, 2021, which included relevant MPD and MFD personnel. The policy finalization and review took place between March 8 and March 22, and the switchover took place in early April.

Regarding the CAD update, the project is currently in the Planning and Staging Phases, which are scheduled to conclude on June 28, 2021 and October 4, 2021, respectively. Both Configuration and Deployment will begin on April 19, 2021. The new system will be operational in November 2021 and deployment is targeted to be completed by January 17, 2022. This project is managed by a Management Oversight Committee and is on schedule.

D. Investigations.

The Investigations Department currently has fifteen open citizen complaints which it is investigating.

E. Legal.

To date this year, there have been trials for six appellants who initiated disciplinary appeals. Additionally, five scheduled trials were resolved by way of negotiated settlements, failure to prosecute, or withdrawal from the process. Currently, there are two scheduled disciplinary trials set in May and June. There is also one pending citizen complaint trial scheduled for June.

F. Audit.

As previously reported, Audit Manager Mike Doherty started with FPC in October 2020. He has completed the first review of MPD internally generated complaints, which covered the time period of January 1, 2020 to June 30, 2020, as required by the *Collins* settlement agreement. Mr. Doherty has also created drafts for audit plans to review/audit body worn cameras, dash cam videos, and citizen complaints. These drafts are in the process of being refined and finalized.

The focus of the Audit Department going forward will be conducting audits regarding police stops and citizen and internally generated complaints. Plans, schedules, and work materials are being constructed and refined by the Audit Manager and the current priority is filling the two auditor positions previously mentioned. Filling these positions has been a lengthy process, as recruitment needed to be targeted to a specially skilled group of applicants. A second round of interviews was recently conducted

with six candidates and we have identified top candidates for the positions. Again, we are now in the process of conducting reference and background checks for the top rated candidates.

Compliance Auditor Jack McNally has received the fourth quarter 2020 stop data from MPD. He has formatted and redacted this data, which was then sent to and recently approved by the City Attorney's Office for posting on the FPC's website. That data has now been posted.

LWT