



## Fire and Police Commission

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Commissioners

## Memorandum

To: Board of Fire and Police Commissioners

From: Leon W. Todd  
Executive Director

Date: March 15, 2023

RE: Monthly Update on FPC Department Operations

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The following report is an update on Fire and Police Commission (FPC) department operations. The FPC Executive Director will present this report at the next regular board meeting on March 16, 2023.

### **FPC Department Staffing and Vacancies**

Twenty-five full-time staff positions are assigned to the FPC. The following 5 vacancies currently exist:

*Program Assistant I.* We have requested and received from the Department of Employee Relations (DER) a new eligible list for this position. We will be setting up interviews following the interviews for the Human Resources Representative positions.

*Human Resources Representative (2).* We have 2 HR Rep vacancies. We are conducting interviews for these positions this week.

*Investigator (bilingual).* The vacancy for this position was posted for candidates to apply. The posting closed on March 10, 2023. Once we received the eligible list from DER, we will schedule interviews.

*Senior Auditor.* This is a new position that was added as part of our 2023 budget. Once DER completes the classification, the position will be posted for candidates to apply.



## **FPC Department Operations**

### **1. Audit**

Pursuant to the *Collins* Settlement Agreement, the Audit Unit is tasked with reviewing all MPD internally generated complaints; conducting audits of traffic stops, field interviews, no-action encounters, frisks, and searches every six months; and conducting audits of citizen complaints filed with the FPC and MPD every six months. This undertaking has been carefully structured and scheduled with input from the Crime and Justice Institute (CJI), the consultant for the *Collins* Settlement Agreement. Audit plans and schedules have been created for this work, which remains ongoing.

#### **Completed Audits**

To date, the Audit Unit has fully completed the following **5** audits during year-5 of the *Collins* Settlement Agreement:

- No-action encounters Q1-2 2021
- Traffic stops Q1-2 2021
- Field interviews Q1-2 2021
- MPD citizen complaints Q1-2 2021
- MPD citizen complaints Q3-4 2021

#### **Audits Pending MPD Action:**

- IV.E.4 – *“Defendants shall ensure that data and findings from the FPC audits described in paragraphs IV.E.1. and IV.E.2 shall be incorporated into the MPD’s AIM System...”*
  - MPD is currently “In-Process”
- The following **6** audits are waiting on MPD to provide documentation from the AIM system.
  - NDCAs, Remedial Training, and/or Discipline

<b>Audit:</b>	<b>Date Sent to MPD:</b>
Field Interviews Q3-4 2021	10/19/2022
Traffic Stops Q3-4 2021	12/07/2022
No-Action Encounters Q3-4 2021	10/19/2022
Field Interviews Q1-2 2022	12/07/2022

No-Action Encounters Q1-2 2022	01/05/2023
Traffic Stops Q1-2 2022	01/04/2023

### Pending Audits

The fieldwork for the following **3** audits is completed and the initial reports have been sent to MPD, which has 30 days to provide a response before the final report is published:

<b>Audit</b>	<b>Date Sent to MPD</b>	<b>Current Due Date</b>	<b>Number of Extensions</b>	<b>Reason for Extension(s):</b>
No-action encounters Q3-4 2023	2/2/2023	03/02/2023	1	MPD had a change in leadership at the Inspection Section
MPD Citizen Complaints Q1-2 2022	03/03/2023	04/03/2023	0	N/A
MPD Internally Generated Q3-4 2021	03/07/2023	04/07/2023	0	N/A

### Ongoing Audits

The fieldwork for the following **1** audit has been completed. A draft of the initial report has been sent to the Deputy Director for review and approval:

- FPC Citizen Complaints Q3-4 2021

The draft report for the following **1** audit has been completed. We anticipate final approval during the month of March 2023:

- MPD Internally Generated Q1-2 2022

The fieldwork for the following **2** audits has been started. We anticipate completion during the month of May 2023:

- Field Interviews Q3-4 2022
  - Audit Announced 02/16/2023
- Traffic Stops Q3-4 2022
  - Audit Announced 03/09/2023

### Additional Required Audits

The following 1 additional audit will need to be completed during year-5 of the settlement agreement:

- FPC Citizen Complaints Q1-2 2022

### Non-Collins Related Audit

The Common Council adopted a resolution concerning annual reporting on MPD overtime use. The resolution requires the Executive Director to work with MPD to analyze MPD overtime use, research best practices to lessen overtime use, and report the findings to the Common Council on an annual basis.

- FPC Audit Manager Sean Raclaw is currently researching MPD's Standard Operating Procedures (SOP), overtime cards, and Captain's Overtime Control Plans. The research will help the audit manager develop the audit work plan.

## **2. Community Engagement**

FPC Community Outreach Coordinator Maritza Ugarte continues to attend community engagement meetings and events to disseminate information on the FPC's operations and priorities. Recently, she attended/participated in the following events/meetings:

- MPD D2 Coffee with a Cop/Café con la Policía: Ms. Ugarte and FPC Recruiter Josselin Morales attended this year's first Coffee with a Cop in MPD District 2. The event was held at the Mitchell Street Library, and there were approximately 90 total participants. The event included children's activities, informal conversations with MPD officers from District 2, music by Voces de America, coffee, etc. FPC staff was able to engage with participants and host an information table on upcoming recruitments and other community engagement opportunities.
- 2023 Wisconsin Community Oriented Policing (WACOP) Conference: Sessions at this conference included community/police relations, police response to autism, crime prevention through environmental design (CPTED) certification, etc.
- Presentation at Sigma Gamma Rho Youth Symposium: Ms. Ugarte was asked to present basic FPC duties and responsibilities to a group of young people and discuss ways in which community members overall can engage with the commission.
- Public Safety Listening Session in Aldermanic District 14: Ms. Ugarte attended the listening session hosted at Bay View Library. She was able to

connect with several residents in the area and invited them to a community meeting she is participating in to learn more about best practices and resources available to those interested in starting a block club.

In addition, Ms. Ugarte continues to compile relevant news articles and stories related to public safety and distribute those to commissioners for review on weekly basis. Lastly, she continues to add to and revise content for the 2022 FCP Annual Report draft.

### **3. Emergency Management**

Recently, Emergency Management Director Ryan Zollicoffer has been working on the following projects:

- Continue to post pre-scripted emergency preparedness messages on the City emergency management Twitter page (monthly themes for February: Love Your Heart Month – cardiac death causes 325,000 adult deaths each year; Winter Chill Advisory Issued; Promoting Stop the Bleed and CPR Class; Valentine’s Day – “forget chocolates, prepare a family emergency kit”; Driving Safely in the Rain – wet pavement causes 70% of weather-related accidents; Flood Advisory Issued; Financially Prepare for an Emergency; and Winter Weather Advisory).
- Social media content is now posted on the City’s Emergency Management webpage along with its Twitter page.
  - <https://city.milwaukee.gov/Emergency-Management>
  - <https://mobile.twitter.com/milwaukeeemhs>
- Published Soft Targets/Crowded Spaces High Hazard Target calendar for March. Information is shared with the Emergency Management Support Team in case of Citywide EOC activations. The special event calendar lists 30 potential high-hazard activities which met the criteria (7 Bucks Games, 5 Hockey Games, 1 Marquette Game, 15 Concerts/Theater Shows, etc.).
- Working on a draft of the Civil Disturbance Response Annex. Reviewing MPD SOP 910-Civil Disturbance and Crowd Management. The Fire Department Civil Disturbance procedures will also be included in the annex. These annexes will align with the City’s Comprehensive Emergency Management Plan (CEMP). Potential preparation measure for RNC Convention 2024.
- Reviewing the draft plan of the preparedness planning strategy that was developed from the RNC Integrated Preparedness Planning Workshop on February 7-9, 2023. The training identified in the plan will contribute to the overall City’s emergency readiness come 2024.

- Completed 4 of 7 training modules related to the Emergency Management Assistant Compact (EMAC). EMAC may be used during the RNC convention to request out-of-state resources for personnel or equipment. Potential preparation measure for RNC Convention 2024.
- Coordinating boosting AT&T cellular reception throughout the City. Potential preparation measure for RNC Convention 2024.
- Recommendation was made to ITMD to review options for the City to purchase a community alert notification system. The City currently does not have a stand-alone system to which our 911 dispatchers can send out a blast message to the general public. Our current practices require approval from the County Office of Emergency Management before the County will issue a Citywide alert. This process is not aligned with industry best practices for major metropolitan cities. Continue to work with County OEM to gain Citywide alerting privileges or the City should explore alternative options. Potential preparation measure for RNC Convention 2024.
- Recommendation made to ITMD to get all executive and command staff Government Emergency Telecommunications Service (GETS) cards which now have free Wireless Priority Services (WPS) capabilities. GETS is an easy-to-use calling card program that provides authorized national security and emergency preparedness users with improved call completion on public landline networks. Potential preparation measure for RNC Convention 2024.
- Continue to meet with Wisconsin Emergency Management Agency on the Busing Migrant Plan. The team is currently working through concepts of operations associated with the functions of spiritual services, transportation services, educational services, and legal services. The Tommy Thompson building has been designated as the shelter site.
- Working with Public Health, City Development, County Health and Human Services, County Office of Emergency Management, and the American Red Cross to increase disaster (widespread) and/or emergency shelter capacity in the City. The large apartment fire (February) and the number of displaced citizens put a strain on Red Cross resources.
- Working with the Milwaukee Police Department on high-hazard special events. Preparing for the upcoming summer festivals and the 120<sup>th</sup> Harley Anniversary.
- Working with TEEEX to coordinate the training delivery of “EOC Operations and Planning for All Hazards” within the City of Milwaukee. The class is

scheduled for May 23-24. Priority will be given to the City's emergency management support team and public safety.

- Reviewing the City's bomb threats, suspicious packages, and improvised explosive devices Standard Operating Procedures-670. The City has received 2 bomb threats within the downtown area in the last 3 months. The objective is to ensure that alert notifications, shelter-in-place, building evacuations, and community distancing are consistently exercised in our practices. Potential preparation measure for RNC 2024.
- Continue to work with Lt. Lorenzo Williams of the Milwaukee Fire Department on Stop the Bleed and CPR First Aid class. The fire department has done a great job marketing the class, as well as meeting the community's expectations. There is a discussion about increasing class frequency in the years ahead if doable.

#### **4. Investigations**

Thus far in 2023, the FPC has received 28 citizen complaints (2 formal and 26 informal). Of the formal complaints, 1 involves MFD and 1 involves MPD. Fourteen complaints remain open and 14 have been closed.

#### **5. Legal**

As of March 15, 2023, 1 disciplinary appeal trial has been held in 2023. There are 4 pending disciplinary appeals scheduled for trial in April, May, and June 2023. One citizen complaint trial scheduled for May 2023 was dismissed due to the failure of the complainant to follow the rules and direction of the Hearing Examiner related to procedure and decorum.

#### **6. Research and Policy**

Thus far in 2023, MPD has submitted 8 amended SOPs for Board review, as well as 2 amended SOIs. Nine SOPs have been approved by the Board, and 17 SOPs and 1 SOI have been reviewed by FPC Research and Policy Analyst Barbara Cooley.

Besides reviewing proposed SOP and SOI amendments, Ms. Cooley has been working on the following projects:

- Completed the 2022 Q3 and Q4 911 Call Wait Times report.
- Currently obtaining data for 2022 Use of Force and Citizen Complaint reports.
- Updating analysis of appeals of both pre-employment and disciplinary matters.

- Reviewing/editing the FPC 2022 annual report draft.
- Compiled staffing data related to the Matrix report for discussion at the Testing and Recruiting Committee.
- Gathering demographic data related to the hiring process attrition rates for applicants for the FPC's February 2022 police officer recruitment to identify potential changes in the process.

## **7. Staffing Services**

The Staffing Services Unit is engaged in ongoing testing, hiring, and recruiting to fill positions within the Milwaukee Fire and Police Departments and the Department of Emergency Communications. The following is a list of recently completed and upcoming recruitments, exams, and classes:

- Two Police Officer classes are scheduled for 2023: (1) a March class of 65 officer and (2) an August class of 50 officers.
- One police aide class is scheduled for July 2023.
- One fire cadet class scheduled for August 2023.
- One Firefighter class is scheduled for 2023: an August class of 35 firefighters.
- A new Firefighter recruitment is also planned to open this summer.
- Two 911 Telecommunicator classes are scheduled: (1) a May class of 25 and (2) a June class of 21.