



Fire and Police Commission

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Memorandum

To: Fire and Police Board of Commissioners

From: Leon W. Todd
Executive Director

Date: February 18, 2021

RE: Monthly Update on FPC Departmental Operations

The following report is a summary of the update provided to the Board of Fire and Police Commissioners by the Executive Director on departmental operation at the FPC Board meeting on February 18, 2021.

1. Staff Vacancies within the FPC Department

Excluding the new Office of Emergency Communications, there are twenty-three staff positions across the FPC's eight departments, which include: (1) Administration; (2) Legal; (3) Research; (4) Emergency Management; (5) Testing, Hiring, and Recruiting (or Staffing Services); (6) Investigations; (7) Community Engagement; and (8) Audit. The following nine vacancies existed when I became Executive Director on December 30, 2020:

Administration

1. Chief of Staff. This position has been posted and the posting closed last week. I am in the process of reviewing the application materials and will be scheduling interviews soon.

Testing, Hiring, and Recruiting

2. Staffing Services Manager. I have appointed La'Neka Horton to fill this position on a temporary basis. An eligible list of top rated candidates is now ready and available. I plan to schedule interviews to fill this position on a permanent basis after completing the interviews for Chief of Staff.
3. Human Resources Representative. This position was recently filled. The new hire is Jason Pifer, who started last week. Among other relevant experience, Mr. Pifer 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.



4. Test Administration Coordinators. Interviews for this position were recently completed and reference checks are currently being conducted. The goal is to have someone in place by early March.
5. 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

6. Research and Policy Analyst. An eligible list of top rated candidates is ready and available. I plan to schedule interviews to fill this position after completing the interviews for Staffing Services Manager.

Emergency Management

7. Program Assistant II. This position is being reclassified to a Program Analyst position at the recommendation of the Kyle Mirehouse, the Director of Emergency Management and Communications. Once the position is reclassified, it will be posted for candidates to apply.

Audit

8. Auditor—2 vacancies. Audit Manager Mike Doherty and I previously conducted interviews for these positions based on an existing eligible list that was generated prior to my start date on December 20, 2020. Unfortunately, we were not able to find any suitable candidates based on those interviews. The positions were therefore reposted and the postings closed on February 18, 2021.

II. Update on Departmental Operations

A. Testing, Hiring, and Recruiting

Amended promotional lists for MPD sergeant, lieutenant, and detective were submitted and approved by the Board at its last meeting on February 4, 2021. These lists are good for two years or until exhausted.

Staffing Services is also currently engaged in the testing process for the next fire cadet class, which is scheduled to start in August 2021. The written exams were completed on January 29 and 30. Oral board interviews are scheduled for early March. Thereafter, an eligible list will be generated and pre-employment evaluations will be conducted.

In addition, Staffing Services is beginning the testing process to fill 911 operator positions for both the Police and Fire Departments. These positions will be cross trained and contained within the new Office of Emergency Communications. The goal is to conduct the simulated dispatching test in the next week or two. Oral tests will then be conducted soon thereafter, likely in early March. The goal is to have an eligible list prepared by the end of April.

Staffing Services is also preparing to coordinate the pre-employment evaluations for thirty new police officer positions, which MPD is looking to fill based on the COPS grant. All candidates will need to complete pre-employment requirements, including medical, drug, and psychological evaluations.

With respect to recruiting, the FPC is engaged in ongoing efforts to diversify recruiting and retention in collaboration with the departments. Efforts include hosting extensive prep sessions to help candidates of any background prepare to the best of their abilities for testing; emphasis on recruiting events tied to MPS activities to reach a broad, diverse candidate pool, with materials available in English, Spanish, and Hmong; continued meetings with community organizations like Common Ground; and CampHERO—a camp introducing girls to protective service careers; a collaboration between FPC, MPD, Girl Scouts, and MATC.

B. Community Engagement

A virtual community meeting with MFP Acting Chief Aaron Lipski was held on January 27, 2021. Another virtual community meeting with FPC Investigators Diana Perez and Mark Banks is scheduled for February 24, 2021.

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, 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 will be conducted in March to fill the positions of Project Manager, GIS Systems Administrator, and CAD Administrator (2 positions).

Regarding the NextGen 911 system, the new system will have the ability to transmit, receive, process, transfer, dispatch, use, and store multimedia data such as voice recordings, pictures, videos, text messages, and incident information. It will have the same functions as the current analog system, such as reliability, while providing for greater accessibility, interoperability, and a more efficient use of 911 resources.

The new system will also be able to transfer 911 calls between geographically dispersed Public Safety Answering Points, in an effort to increase sharing of data and resources to improve coordination and emergency response.

Regarding the CAD update, the new system will improve response time and reporting, as well as include a Geographic Information System (GIS) component to capture and allow for analysis of spatial and geographic data. The new system will be operational in November 2021.

D. Investigations.

A virtual community meeting will be held with FPC Investigators Diana Perez and Mark Banks on February 24, 2021.

Currently, the Investigations Department has sixteen open citizen complaints. At one point last summer, there were approximately fifty open complaints.

E. Legal.

In 2020, thirty-one appellants initiated disciplinary appeal cases. Of those, twelve resulted in Board trials; there were nine cases where the appellants withdrew from the appeal process at various stages for various reasons; and the remaining ten appellants were scheduled for FPC Board trial in 2021. Of the remaining ten, six have been resolved, either by trial or settlement. Four now remain pending. There is also one pending citizen complaint trial scheduled for June.

F. Audit.

The FPC Audit Manager Mike Doherty started with FPC in October 2020. As noted above, two auditor positions have been posted, and this posting closed today.

Mr. Doherty recently 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. He is also working on developing and refining audit plans to review body worn cameras, dash cam videos, and citizen complaints. Mr. Doherty now has access to AIM and evidence.com.

Compliance Auditor Jack McNally received this week the fourth quarter 2020 stop data from MPD. He will be formatting and redacting this data, which he will then send the City Attorney's Office for further review. The data will then be posted on the FPC's website, as required by the *Collins* settlement agreement.

Mr. McNally is also in the process of preparing the FPC's report/comment for CJI on our progress with respect to the *Collins* settlement agreement. This is due on February 26, 2021. CJI's interim progress report on non-compliant items is due at the end of March 2021.

LWT