

JANUARY 27, 2021

**MINUTES OF THE MEETING OF THE BROWN DEER POLICE COMMISSION
VIRTUAL MEETING BY PHONE 5:00 PM**

The meeting was called to order by Commission President Leslie Galloway Sherard at 5:07 PM.

I Roll Call

Present: Police Commissioners Clian Campbell, Leslie Galloway Sherard, Dale Gass, Dennis Lowder (5:14 PM due to incorrect meeting link given in packet).

Also Present: Michael Hall, Village Manager; Michael Kass, Chief of Police; Jonathan Schmitz, Captain of Police.

II Persons Desiring to be Heard

There were no persons desiring to be heard.

III Appointment of Commissioner Dale Gass as Secretary to the Brown Deer Police Commission

It was moved by Commissioner Campbell and seconded by Commissioner Galloway Sherard to appoint Commissioner Dale Gass as Secretary to the Brown Deer Police Commission. The motion carried unanimously at 5:09 PM.

IV Consideration of Minutes: December 21, 2020

It was moved by Commissioner Campbell and seconded by Commissioner Galloway Sherard to approve the December 21, 2020 meeting minutes. The motion carried unanimously at 5:10 PM.

V Report of Staff

- Patrol Officer Shaun Foster is in Field Training, expected completion in April.
- The department received a donation of \$2,000 from the Emma Loves Dogs Foundation. The donation will be applied to the K9 program, for a new bite suit.
- Desk Officer Rika Calvin joined the department on January 4, 2021 and started her police academy training on January 12, 2021. Expected completion is in mid-May.
- The entire police department is currently receiving de-escalation training.
- Chief Michael Kass's last day in the office will be February 1, 2021, and his official retirement date is February 3, 2021.
- Lieutenant George King's last day in office will be February 5, 2021, and his official retirement date is March 6, 2021. (Per discussion with the police commission, the department will begin the promotion process now in order to fill this position.)

VI Discussion of Appointing an Acting Chief for the Brown Deer Police Department Effective February 3, 2021 Until Further Notice.

It was moved by Commissioner Gass and seconded by Commissioner Campbell to appoint Captain Jonathan Schmitz as Acting (Interim) Chief of Police for the Brown Deer Police Department effective February 3, 2021 until the position of Police Chief has been filled. The motion carried unanimously at 5:23 PM.

VII Presentation by GovHR to Review Hiring Services and Processes

A verbal presentation was given by Joe De Lopez, Paul Harlow, and Laurie Pederson of GovHR.

- Both Village Manager Michael Hall and Police Chief Michael Kass were hired through GovHR.
- GovHR was also recently used to fill the positions of Clerk, Payroll, and Senior Accountant.
- A discussion was had on how GovHR will conduct the search and work with our Police Commission, stakeholders and our Village, as well as the pay structure for how they will charge for their services.

VIII Recess into Closed Session Pursuant to State Statute 19.85(c) for the Following Reason(s).

- a. **Interview five employees of the Brown Deer Police Department to gather information; direction and Department goals for the future.**

It was moved by Commissioner Campbell and seconded by Commissioner Lowder to recess into closed session. The motion carried unanimously at 5:56 PM.

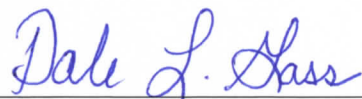
VI Reconvene into Open Session for Possible Decision on Closed Session Discussions

It was moved by Commissioner Lowder and seconded by Commissioner Campbell to reconvene into open session. The motion carried unanimously at 7:08 PM.

It was moved by Commissioner Galloway Sherard and seconded by Commissioner Campbell to move forward with GovHR to recruit for the position of Police Chief for the Village of Brown Deer and evaluate both internal and external candidates. The motion carried unanimously at 7:17 PM.

X Adjournment

It was moved by Commissioner Lowder and seconded by Commissioner Galloway Sherard to adjourn. The motion carried unanimously at 7:19 PM.



Dale L. Gass, Secretary
Brown Deer Police Commission