

Madison Board of Police and Fire Commissioners  
**Minutes of the Meeting of June 12, 2017**

Meeting convened at approximately 5:20 p.m. Commissioners present: Yapp, Hamdan, Enemuoh-Trammell

Staff also present: AC Stedman, Capt. Schauf; Board Counsel Scott Herrick

**PUBLISHED AGENDA**

- |                         |                                |                                 |
|-------------------------|--------------------------------|---------------------------------|
| 1. Agenda               | 4. Public Comment              | 7. Report of Counsel            |
| 2. Disciplinary Matters | 5. Monthly Fire Dept. Report   | 8. Correspondence               |
| 3. Minutes              | 6. Monthly Police Dept. Report | 9. Agenda and Calendar Planning |
|                         |                                | 10. Adjourn                     |

*Published agenda items shown in the order considered.*

Comm. Yapp presided, Wes Sparkman having resigned from the Board. Commissioners agreed to schedule election of officers for their next regular meeting.

1. Agenda: **Unanimous consent: to approve the agenda, subject to adjustment of sequence by the chair.**
  
6. Monthly Police Dept. Report: Capt. Schauf having presented Chief Koval's recommendation,
 

**Motion:**

  1. **to approve the initial recommendation of the Police Chief for the promotion of Police Officer Manuel Gatdula to the rank of Detective, effective June 4, 2017, on a probationary basis pursuant to Rule 4.v, and with continuing appointment subject to a final recommendation by the Chief and final Board approval pursuant to Rule 4.v and WS 62.13(4)(a), which are reserved for 12 months from the effective date; and**
  
  2. **to direct the Chief to advise the named individual of the stated conditions to the Board's approval of the preliminary recommendation to promote and to advise him further that any unsatisfactory performance or conduct occurring or coming to the attention of the department during the during the 12 months following the effective date of the Chief's preliminary recommendation shall be sufficient basis for reversion to the rank held prior to the preliminary recommendation to promote, whether by the Chief's determination in his sole discretion not to include the name in his final recommendation, or by rescision of the Board's preliminary approval of the Chief's recommendation, or otherwise.** (Hamdan/ Enemuoh-Trammell: unanimous)
  
2. Disciplinary Matters: The Board convened the Initial Hearing in the matter of the charges filed against Police Officer Jessica Sosoka by Khaled Shabani, the record of which is maintained separately.
  
3. Minutes: **Motion: to approve the minutes of the meetings of May 8 and May 12, 2017.** (Enemuoh-Trammell/ Hamdan: unanimous)
  
4. Public Comment: none.

5. Fire Dept. Report: AC Stedman led discussion of the attached monthly report, noting especially the Lieutenant testing process recently completed and the schedule and status of the current hiring process.

**Motion:**

1. to approve the initial recommendations of the Fire Chief for the promotion to the rank of Lieutenant of Firefighter/Paramedic Dan Williams, Firefighter/Paramedic Linnea Anderson, Firefighter/Paramedic Chris Carbon, Apparatus Engineer Wes Ecker, Firefighter/Paramedic Chris Hammes, and Apparatus Engineer Jeff Vogen each effective June 18, 2017; each on a probationary basis pursuant to Rule 4.v, and with continuing appointment subject to a final recommendation by the Chief and final Board approval pursuant to Rule 4.v and WS 62.13(4)(a), which are reserved for 12 months from the effective date; and
  2. to direct the Chief to advise the named individuals of the stated conditions to the Board's approval of the preliminary recommendation to promote and to advise them further that any unsatisfactory performance or conduct occurring or coming to the attention of the department during the during the 12 months following the effective date of the Chief's preliminary recommendation shall be sufficient basis for reversion to the rank held prior to the preliminary recommendation to promote, whether by the Chief's determination in his sole discretion not to include the name in his final recommendation, or by rescision of the Board's preliminary approval of the Chief's recommendation, or otherwise. (Hamdan/ Enemuoh-Trammell: unanimous)
6. Monthly Police Dept. Report: Capt. Schauf resumed her presentation of the monthly report, with updates and preview on the hiring process. Comm. Enemuoh-Trammell will review the file for the anticipated promotional recommendation of Kurt Wege.
  7. Report of Counsel: Comm. Enemuoh-Trammell suggested that the standard "script" or outline used for citizen complaint matters could profitably be updated to provide better explanation of the procedures and their limits. Herrick will circulate a comment draft.

Meeting adjourned at approximately 6:25 p.m.

Minutes prepared for the Board by Scott Herrick



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Scott Herrick, for Secretary Craig Yapp



# Police and Fire Commission Meeting Report from the Fire Department



June 12, 2017

## Promotions, Probationary Status, and Reclassifications

### **Promotion to the Rank of Lieutenant:**

1. Firefighter/Paramedic Dan Williams
  2. Firefighter/Paramedic Linnea Anderson
  3. Firefighter/Paramedic Chris Carbon
  4. Apparatus Engineer Wes Ecker
  5. Firefighter/Paramedic Chris Hammes
  6. Apparatus Engineer Jeff Vogen
- Chief Davis recommends promotion to the rank of Lieutenant the six members listed above, with the normal probationary period of one year pursuant to State Statute 62.13, section 4, paragraph a. The members personnel file review was completed by Commissioner Yapp on 6/7/2017.
  - Effective 6/18/2017

(Lieutenant selection process demographics are listed on the back of this page.)

## 2016/2017 Firefighter Hiring Process

### **Physical Agility**

- Scheduled for June 20, 2017 with practice sessions being offered from May 30 to June 16, 2017.
- At the July PFC meeting, we will be requesting action be taken on accepting the names of the candidates that will be moving on to the background investigations.

### Personnel Investigations

- One internal investigation pending.

**2017 Fire Lieutenant Selection Process:**

**(Racial/Ethnic/Gender Breakdown of Individuals at Each Step)**

**APPLICATIONS RECEIVED**

American Indian/Alaskan Native	Males	1	
Black/African American	Males	5	
Hispanic/Latino	Males	1	
Other/Multi Racial	Males	1	
White/Caucasian	Males	16	
White/Caucasian	Females	2	
		<b>26</b>	<b>Total</b>

**WITHDREW FROM PROCESS**

Black/African American	Males	1	
White/Caucasian	Males	1	
		<b>2</b>	<b>Total</b>

**FAILED WRITTEN EXAM**

American Indian/Alaskan Native	Males	1	
Hispanic/Latino	Males	1	
White/Caucasian	Males	2	
		<b>4</b>	<b>Total</b>

**TOP 10 CANDIDATES TO BE PROMOTED**

Black/African American	Males	1	
White/Caucasian	Males	7	
White/Caucasian	Females	2	
		<b>10</b>	<b>Total</b>

**OTHER 10 CANDIDATES NOT BEING PROMOTED**

Black/African American	Males	3	
Other/Multi Racial	Males	1	
White/Caucasian	Males	6	
		<b>10</b>	<b>Total</b>



# Madison Police and Fire Commission Monthly Report

Mary A. Schauf, Captain of Police

June 2017

## Promotions

### Designated Promotion in the Third (3rd) Step of the PFC Review Process

#### Current Request

**June 2017:** Request for approval by the PFC of the Chief's Preliminary Promotional Designation (Acting to Interim).

Name, Current Rank	Promoted Rank	Effective Date
Manuel B. Gatdula, Police Officer	Detective	June 4, 2017

#### Review of Previous Actions

**April 2017:** On March 14, 2017 Chief Koval made a promotional designation due to a position vacancy. The Chief respectfully requests that the PFC initiate the review process for the designated acting promotion. The resume for the candidate is attached. The Chief is requesting that you review personnel and complaint files of the candidate prior to the next business meeting.

**May 2017:** The PFC reviewed the file. The candidate will be invited to the next business meeting where Chief Koval will request that you approve his preliminary promotional recommendations.

#### Pending Actions

**May 2018:** Pursuant to WS 62.13(4)(a) the Chief will request the continuing appointment to the promoted rank, subject to a final recommendation by the Chief and final Board approval. Effective dates for each promotion are based upon actual position vacancies. The Chief requests that the effective dates of the promotions be as indicated above.

### Designated Promotion in the First (1st) Step of the PFC Review Process

**June 2017:** On May 9, 2017 Chief Koval made an acting promotional designation due to a position vacancy. The Chief respectfully requests that the PFC initiate the review process for the designated acting promotion. The candidate resume is attached.

Name, Current Rank	Promoted Rank	Effective Date
Kurt M. Wege, Police Officer	Sergeant of Police	June 4, 2017

### Review of Previous Actions

None

### Pending Actions

**July 2017:** The Chief is requesting that you review personnel and complaint files of all candidates prior to the February business meeting. We can go into closed session if needed during your February business meeting to discuss any issues you may have. If there are none, I will then invite the above candidates to attend the March business meeting where Chief Koval will request that you approve his preliminary promotional recommendations.

**August 2017:** Request for approval by the PFC of the Chief's Preliminary Promotional Designation.

**May 2018:** Pursuant to WS 62.13(4)(a) the Chief will request the continuing appointment to the promoted rank, subject to a final recommendation by the Chief and final Board approval. Effective dates for each promotion are based upon actual position vacancies. The Chief requests that the effective dates of the promotions be as indicated above.

## Recruiting and Hiring

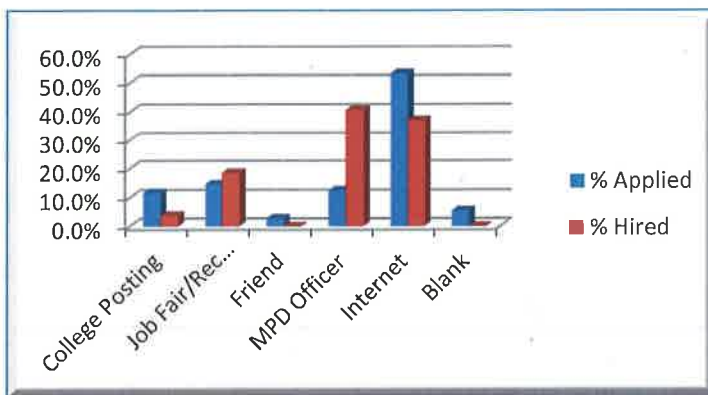
### 2017 Pre-Service Academy Hiring Process Timeline

- **Medical Clearance:** Mid-July, 2017
- **Final Job Offers:** Early August, 2017
- **Academy begins:** September 11, 2017

### 2018 Pre-Service Academy Hiring Process Timeline

- **Application Deadline:** October 20, 2017
- **Written & Physical Agility Testing:** April 30, 2018 through January 7, 2018
- **Consolidated Testing for Distant Candidates (those living more than 6 hours from Madison) -** January 7, 2018
- **Oral Board Interviews:** May-June, October-January 2018
- **Background Investigations:** May begin immediately after an Oral Board interview, but must be complete by February 7, 2018.
- **Seek PFC Approval of Eligibility List -** February 12, 2018 (Regular Business Meeting)
- **Trilogy: Chief's Interview, Personality Assessment and Ride-Along with a Field Training Officer -** February 26, 2018 through March 20, 2018.
- **Special Meeting—Seek PFC Approval of Hiring List of Candidates and Contingency List -** Date to be determined between, May, 26-28, 2018
- **Tentative Job Offers:** March 29, 2018
- **Medical Clearance:** April 9-20, 2018
- **Final Job Offers:** May 7, 2018
- **Academy begins:** TBD

### Hiring-Recruiting Data



Method	n=Applied	n=Hired	% Applied	% Hired
College Posting	76	1	11.6%	3.7%
Job Fair/Rec Officer/On Site Test	95	5	14.5%	18.5%
Friend	18	0	2.8%	0.0%
MPD Officer	81	11	12.4%	40.7%
Internet	349	10	53.4%	37.0%
Blank	35	0	5.4%	0.0%
	<b>n= 654</b>	<b>27</b>	<b>100.0%</b>	<b>100.0%</b>

## **Attachments and Notices**

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- There were no suspensions requiring notification to the PFC
- Resume and Notice of Designated Promotion for Kurt M. Wege, Police Officer
- Professional Standards Open Case Memo

CC

Scott Herrick, Attorney for PFC  
Marci Paulsen, Assistant City Attorney  
Michael C. Koval, Chief of Police



# Kurt Wege

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## **Education**

- Accelerated recruit academy, Madison Police Dept.; 4/2010
- Bachelor of Science in Forest Management, UW-Stevens Point; 5/2005
- Basic law enforcement recruit academy, Mid-State Technical College; 5/2002

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## **Department History**

Date of Hire: 2/2010

## **Patrol**

- North district 3<sup>rd</sup> detail 2014-2016
- South district 3<sup>rd</sup> detail 2012-2014
- Central CPT 6/2016-Present
- West district 3<sup>rd</sup> detail 2010-2012, 6/2016

## **Additional Assignments**

- ARV committee member/Instructor 2014-Present
- Field Training Officer 2014-Present
- EVOG Instructor 2013-Present
- OAC member 2012-Present, Committee chair 2015-Present
- SWAT member 2015-Present

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## **Certifications and Trainings**

- Basic SWAT, MPD; 3/2015
- Field Training Officer, MPD; 10/2013
- EVOG Instructor Course, MPD; 5/2013
- WI-DOJ Instructor Development Course, MPD; 1/2013
- Advanced Patrol Tactics, MPD; 11/2012
- Intermediate Drug Investigation, MPD; 6/2012
- NARK II pouch instructor, MPD; 6/2012
- Street Crimes seminar; John E. Reid & Assoc.; 6/2009
- Intoximeter Operator, Mid-State Tech. College; 4/2009
- Basic Drug Investigation, WI-DOJ; 10/2008
- Drug Identification Course, NCTC; 5/2007
- Radar Operation certification, Mid-State Tech. College; 4/2002
- Standardized Field Sobriety Test certification, WI State Patrol 3/2002

## **Kurt Wege (cont.)**

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### **Previous Employment**

Police Officer: Town of Madison Police Dept., Madison, WI; 4/2006-2/2010

Route Driver: Coca-Cola, Plover, WI; 9/2004-4/2006

Ranger-Enforcement: WI Dept. of Natural Resources, Woodruff, WI; summers 2002-2004

Wildland Firefighter: WI DNR & US Fish and Wildlife Service, various locations; 2001-Present

### **Community Service**

- Special Olympics/Polar Plunge committee member; 8/2007-2016
- The Nature Conservancy volunteer; 10/2006-Present
- Shop With a Cop officer participant; Holiday season 12/2006-12/2007
- Habitat for Humanity construction assistant; 2005-2007

**Madison Police Department**  
***CORRESPONDENCE / MEMORANDUM***

DATE: May 11, 2017

TO: Officer Kurt Wege

FROM: Michael C. Koval, Chief of Police

RE: **Promotion to Sergeant – Effective Date**

Your official start date for seniority and pay increase purposes for this rank has been determined to be June 4, 2017. During the PFC review process, you may be in an acting status until the review process is completed. Captain Ackeret will be contacting you with further information regarding your assignment. Congratulations again!



Michael C. Koval  
Chief of Police

cc: Payroll  
Personnel File  
Captain P&TT  
Elise Cole



CITY OF MADISON POLICE DEPARTMENT



**INTRA-DEPARTMENTAL CORRESPONDENCE**

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DATE: June 2, 2017

TO: Mary Schauf, Captain of Police  
FROM: Edward Marshall, Sergeant of Police  
SUBJECT: **PS&IA Open Cases**

Good Morning Captain,

As of 06/02/2017, PS&IA has the following open cases concerning sworn MPD employees:

1. Performance of Duties, SOP-Domestic Abuse
2. Use of Non-Deadly Force
3. Unlawful Conduct

Please contact me if you have any questions.

Sincerely,  
Sgt. Ed Marshall, #3689  
Professional Standard and Internal Affairs