

Village Of Brooklyn

210 Commercial St. • P.O. Box 189 Brooklyn, Wisconsin 53521-0189
(608) 455-4201 • Fax: (608)455-1385 Email: clerk@brooklynwi.gov

Safety committee

Tuesday, March 4, 2014 Minutes

Meeting was called to order at 6:08 pm.

Members Present: Sue McCallum and Steven Lust, also present Chief Barger, Nadine Walsten

Motion: Sue McCallum / Steven Lust to approve February 4, 2014 Safety minutes. Motion carried

Budget was reviewed found to be ok, nothing out of the ordinary.

The department work schedule was discussed; there were some open shifts in February that were not filled, reviewed March's tentative work schedule. Steve Lust suggested that a new chart or tracking of man hours that was budgeted for compared to actual hours worked or scheduled to be work to be put on future work schedules.

Chief's Report was reviewed: DaneCom is still on delay, P.D hosted the New World Steering Committee meeting in February. Barger has been nominated and voted in as the Vice President of the Dane County Chiefs of Police Association. He is getting quotes on new computer and set up cost, Reviewed current activity, statistic forms for traffic citations, municipal ordinance citations, numbers of parking violations, and incidents by day of week. February activities of 78 calls are up over last year's 71 Calls for Service for the month.

Discussed Grant for \$4,000 from WI Dept of Transportation for traffic safety equipment, waiting for reimbursement of funds.

Discussed and reviewed policy #111 Eyewitness Identification. Motion: Sue McCallum / Steven Lust to recommend to Village Board for approval. Motion carried

Discussed current liaison procedures with Brooklyn Municipal Court, Nadine Walsten stated that the new procedures of record keeping of all Dockets, citations and all other paperwork will be handled by the acting Brooklyn Municipal Court Clerk. Brooklyn Police Department will only have a digital copy of records on file through the traks system.

Discussed recently approved policies by the Brooklyn Village Board. Chief Barger will work with the personnel committee on setting up a policy on how the Work schedules, daily work reports & time keeping are communicated to the Village Clerk's offices, and to personnel committee and Village President. Chief Barger felt there was a communication problem as he has never possessed the courts' documents, he will report back to the safety committee on the outcome of the policy.

Update on Uniform Crime Reporting procedure: Chief Barger stated the PD will need to comply with the new reporting policy that will take more additional administrative hours to generate the reports, which will take time away from other duties.

Discussed Special Event Policy/ App; the committee will gather more information on the liability insurance requirements and handicap accessibility policies that may impact the Event Policy and furthermore the committee will compare the policy with the community building policy. McCallum volunteered to contact the Village's insurance carrier for recommendation of amount to require and research ADA compliant issues.

Motion: Sue McCallum/ Steven Lust to adjourn the meeting at 7:43 pm. Motion carried unanimously.
Steven Lust: Chair