

**TOWN OF SALEM
SALEM TOWN BOARD WORKSHOP
PUBLIC SAFETY OFFICER MANUAL
MONDAY, FEBRUARY 2, 2010 AT 6:00 P.M.**

Chairman Linda Valentine opened this Salem Town Board Workshop at 6:03 p.m. with the following present: Dennis Faber, Patrick Casey, Joe Meier, Jo Weidman, Dave Shortess and Cindi Ernest.

Guests: Capt. Larry Apkar, Dan Campion, and Bea Campion.

The purpose of this workshop is to review the proposed Public Safety Manual for the Town of Salem.

Public Safety Director stated that Resolution 12-12-99 was a good document, but over the years it didn't contain all the needs required the WI Department of Justice. There have been some mandatory policies which were provided by the DOJ. This manual is not quite as thorough as that of an actual police department.

The Town Board reviewed part of the Public Safety Manual. Some of the points where clarification was requested were as follows:

Would the Kenosha County sheriff if called, be the primary for housing.

Section D-5 should be combined into E.

Public Service Officer should read Public Safety Officer.

Define exactly who it is we are contracting with for Kenosha County.

Supervising authority should be defined.

Section P Policy & Procedure the addition that there is no provision that there can't be more than one (1) Public Safety Officer and doesn't include fire/ems.

A. should include firearms.

B. Qualify arrest and conviction record.

Questioned use/non use of lawful products

Attorney review of #3 Trespassers should be referred to the sheriff not the D.A.?

#5 Take out last line delegated to others to administer.

C Remove Public Service Officer

E Clarify that there is no change if Kenosha County does the arrest.

F Remove Whenever possible as they don't transport.

Section 4 Supervision should say the administrator and remove the rest.

It shouldn't be citizen complaints, it should be complaints.

Complaints should be filed in writing and given to the administrator or board member.

Suspension should be defined and death caused by an officer.

Director should be defined as well as supervising authorities.

Copy of complaint should be given to officer.

Agency needs to be defined.

Define internal affairs.

Forms should be added.

Definitions should be in the front of the manual.
Criminal investigation should go to the sheriff.
Internal Affairs Coordinator is not needed.
Town Administrator should be involved in authority.
Oppose # 5 Section I, there should never be an anonymous complaint.
Disciplinary guidelines should be looked at by the administrator.

With the input given, the document will be reviewed by the Town's attorneys.
The department will use the document that is currently in place.

Dan Campion stated that he feels a definition page is needed.

ADJOURNMENT

MOTION BY Supervisor Meier, second by Supervisor Weidman to adjourn this Town Board Workshop.

This Town Board Workshop was adjourned at 7:32 p.m.

Respectfully submitted,

Cindi Ernest, Clerk