

HUTCHINSON POLICE COMMISSION MINUTES

The Hutchinson Police Commission held a meeting on **January 17, 2006**, at the Hutchinson Emergency Operations Center. Present at the meeting were Barry Anderson, Donna Baysinger, Tom Schwartz, and Chief Dan Hatten.

The meeting was called to order at 5:30 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. A motion was made by Tom Schwartz, seconded by Donna Baysinger, to accept the minutes. Motion carried.

The next item on the agenda was to set the meeting dates for the year. It was determined that the next meeting would be held on February 6th at 5:30 p.m. This was done to comply with the state statute that states that the commission will meet "*the first Monday in February each year* . . . In discussing the rest of year it was determined that they would first look at item 5 on the agenda that outlined the timeline for the officer testing.

Chief Hatten distributed to each member the anticipated timeline for the peace officer opening. He stated that applications would close on January 27th. The applications would then be reviewed to check if the application met the minimum qualification – this would be concluded by February 2nd. Candidates that met the requirements would then be sent a letter inviting them to participate in the written portion of the process. The dates the written examination will be offered are February 14th and 16th with two testing times on each day. The examinations would then be corrected and letters sent out to those who successfully completed the test to attend the interview phase. It is anticipated that the first round of interviews would be given the week of February 27th. Letters would again be sent out to those applicants who scores warrant a second interview. It is anticipated that the second interviews would be administered on March 15th, 16th, and 17th. The commission would then need to meet to certify the eligibility roster before the final interview and backgrounds could be completed on the top three candidates. Due to the schedules of the commissioners it was determined that Monday, March 27th at 5:30 p.m. a meeting would be held to review the eligibility roster.

Attention was then returned to item 3 on the agenda to determine a set meeting date for the commission for the remainder of the year. It was determined that the commission would meet on the third Monday of every month beginning in April 2006.

Chief Hatten then directed the commissioners' attention to the questions for the third interview. He stated after using them with the last hiring it was suggested by Brenda Ewing, Human Resource Director, to make changes to questions 8, 11, and 16 and to add question 18. Commission Baysinger stated that she had gone over the questions and had some proposed changes. Discussion was then held as to what her ideas were to amend the questions. Chief Hatten took the proposed changes and stated that they would be copied and mailed out along with the minutes of the meeting.

Chairperson Anderson then asked if there were any items from the floor. Donna Baysinger stated she had seen an article in the paper that the Le Sueur Drug Task Force was disbanding and she wonder what, if any, impact that would have on Hutchinson. Chief Hatten stated that this did not directly affect this department. He stated that the task forces

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are driven by grant money from the state and federal governments. He said that the amount of monies available is decreasing and the number of task forces growing.

With there being no further business to discuss, a motion was made by Tom Schwartz, seconded by Barry Anderson, to adjourn the meeting. Motion carried.

Time of adjournment was 6:55 p.m.

Donna Baysinger

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Monday, February 6, 2006, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Tom Schwartz, Donna Baysinger, and Chief Daniel Hatten.

The meeting was called to order at 5:30 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. One minor correction was made to the last sentence of paragraph 5 on page 1. It was determined that the commission would meet on the third Tuesday not Monday of every month beginning in April 2006.

The next item on the agenda was the election of Chairperson and Secretary for the 2006 Police Commission. A motion was made by Barry Anderson to nominate Donna Baysinger as secretary, seconded by Danna Baysinger. Motion carried. A motion was made by Tom Schwartz to nominate Barry Anderson as Chairperson, seconded by Donna Baysinger. Motion carried.

Chief Hatten then directed the commissioners' attention to the questions for the third interview for the position of police officer. In the previous meeting additional changes were proposed. Chief Hatten reviewed these changes with the commission. Discussion then revolved around question 14 and other grammatical errors. Chief Hatten agreed to make the changes then bring the final draft before the board at the next meeting.

Chief Hatten updated the Police Commission on the status of the current hiring process for the police officer position. The commission was advised 78 applicants were invited to participate in the written test, which will take place on February 14th, 16th, and 18th. Chief Hatten stated the commissioners would be notified of the dates and times of the test and interviews so they could observe if they wished. Chief Hatten also reminded the commission he would bring the eligibility roster to the March 27th meeting for certification.

Chairperson Barry Anderson then asked if there were any items from the floor. Chief Hatten clarified the following items would be on the agenda for the March meeting: final draft of 3rd interview questions, police officer eligibility roster for certification, 1st draft of the hiring process for Police Chief with invitation to attend the next meeting going to the City Administrator, City Attorney, and the Human Resource Director.

With there being no further business to discuss, a motion was made by Tom Schwartz to adjourn the meeting, seconded by Donna Baysinger. Motion carried.

Time of adjournment was 7:00 p.m.

Donna Baysinger

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Monday, **March 27, 2006**, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Donna Baysinger, Tom Schwartz, Chief Daniel Hatten, Human Resource Director Brenda Ewing, City Attorney Marc Sebor and City Administrator Gary Plotz.

The meeting was called to order at 5:30 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. One spelling correction was made to the third line of the third paragraph. A motion was then made by Donna Baysinger, seconded by Tom Schwartz, to approve the minutes as corrected. Motion carried.

The next item on the agenda was the final draft of the police officer third interview questions. There was a brief discussion regarding the questions. A motion was made by Tom Schwartz, seconded by Donna Baysinger, to approve the third interview questions. Motion carried.

Chief Hatten then directed the commissioners' attention to the draft of the hiring process for the police chief. The steps for hiring, as outlined in the draft, were gone through one by one. Chief Hatten and Brenda Ewing took notes regarding the changes that needed to be made to each item. The revised process will be discussed at the next meeting.

The hiring process for Community Service Officer, Communication Specialist and Office Staff was tabled for the next meeting.

Chairperson Barry Anderson then asked if there were any items from the floor. Gary Plotz stated that he had conducted interviews with various city employees and when his report was completed he would forward a copy to each of the commissioners.

With there being no further business to discuss, a motion was made by to adjourn the meeting, seconded by. Motion carried.

Time of adjournment was 8:30 p.m.

Donna Baysinger

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Tuesday, April 18, 2006, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Donna Baysinger, Tom Schwartz, Chief Daniel Hatten, Human Resource Director Brenda Ewing, and City Attorney Marc Sebor.

The meeting was called to order at 7:30 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. With there being none, a motion was then made by Donna Baysinger, seconded by Tom Schwartz, to approve the minutes. Motion carried.

Discussion was then directed to the draft of the police chief hiring process. The question was raised if it would be beneficial to include a time line with the steps taken. It would not need to be a hard line but used as a guideline to keep the process moving. Chief Hatten stated that he would work with Brenda Ewing to get estimated times placed on the various steps. The next discussion focused on the list of questions that would be asked. It was stated that the questions would be reviewed prior to the hiring process and updated to reflect current issues and events. A motion was made by Tom Schwartz, seconded by Barry Anderson, to approve the police chief hiring process with changes in the wording that was discussed. (2 ayes, 1 opposed) Motion carried.

Chief Hatten then directed the commissioners' attention to the draft of the hiring process for community service officer, communication specialist and records specialist. Barry Anderson suggested that the wording in steps 16 and 18 be changed in all three positions. The changes agreed upon will be made and provided for the next meeting.

Chief Hatten then updated the commission with regard to the hiring of the new officer. He stated that Sgt. Dobratz was in the process of conducting the background on Adam Huot. Adam had completed the physical fitness program and the defensive tactics program. He is scheduled to have a psychological exam and go through the weapons course with a tentative hire date of May 21st.

Chairperson Barry Anderson then asked if there were any items from the floor. Chief Hatten was asked how the department would be effected by the upcoming sheriff's election. He responded that the change of leadership at the county level was a non-issue and that the department would be able to work together with whom ever was elected. Chief Hatten then provided a copy of the police department's year-end report to each commissioner for the information.

With there being no further business to discuss, a motion was made by Tom Schwartz to adjourn the meeting, seconded by Barry Anderson. Motion carried.

Time of adjournment was 8:30 p.m.

Donna Baysinger

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Tuesday, May 16, 2006, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Donna Baysinger, Tom Schwartz, Chief Daniel Hatten, Human Resource Director Brenda Ewing, and Commissioner Elect Mark Jelkin.

The meeting was called to order at 5:30 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. With there being none, a motion was then made by Donna Baysinger, seconded by Tom Schwartz, to approve the minutes. Motion carried.

Barry Anderson then asked the new commissioner to introduce himself. Mark Jelkin then spoke and stated that he worked at HTI. He said that he had attended the Hutchinson Community Leadership and Development classes after which time he decided he wanted to get involved with one of the various city boards or commissions.

Discussion was then directed to the hiring process for the chief's position and the addition of the timeline. Commissioner Baysinger stated that she liked the timeline as it provided a snapshot of the process. Chief Hatten stated that it would be best to use the timeline in conjunction with the numeric list that lists the steps out in more detail. A motion was made by Tom Schwartz, seconded by Donna Baysinger, to approve the finalized Police Chief Hiring Process including the presented timeline. Motion carried.

Chief Hatten then directed the commissioners' attention to the draft of the hiring process for community service officer, communication specialist and records specialist. The question was raised if it would be beneficial to have timelines associated with each of these processes. It was stated that these positions were not as in depth as the police chief and not as public. It was not felt that timelines would be necessary at this time for these positions. A motion was made by Tom Schwartz, seconded by Donna Baysinger, to approve the Community Service Officer hiring process with the changes that had been discussed at the previous meeting. Motion Carried. A motion was made by Tom Schwartz, seconded by Donna Baysinger, to approve the Communication Specialist hiring process with the changes that had been discussed at the previous meeting. Motion Carried. A motion was made by Tom Schwartz, seconded by Donna Baysinger, to approve the Records Specialist hiring process with the changes that had been discussed at the previous meeting. Motion Carried.

Chief Hatten then updated the commission with regard to the hiring of the new officer. He stated that Adam Huot had been given a conditional offer, which he accepted. Human Resource Director Ewing sent a letter formalizing the offer. His official hire date is May 21, 2006, and he will report to work on Monday, May 22nd at 9:00 a.m.

The last item sent in the packet to the commissioners was a document that Commissioner Baysinger had developed which addressed information / questions that would be beneficial to a new member joining the commission. Chief Hatten stated that

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he had met with the new commissioner and they had discussed what the police commission does. He stated that their discussion covered some of the items contained in this document and that in the future he could envision going through all the bulleted points listed.

Chairperson Anderson then asked if there were any items from the floor. Discussion was held with regard to the information the commissioner's received from Gary Plotz that summarized his interviews with four police department personnel. Chief Hatten answered questions and stated that some of the issues raised in the document had been resolved at this time. He stated he would have more information once he has clarified some of the items with the personnel.

With there being no further business to discuss, a motion was made by Tom Schwartz, seconded by Donna Baysinger, to adjourn the meeting. Motion carried.

Time of adjournment was 7:30 p.m.

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Tuesday, June 20, 2006, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Mark Jelkin, Tom Schwartz, and Chief Daniel Hatten.

The meeting was called to order at 5:28 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. With there being none, a motion was then made by Tom Schwartz, seconded by Mark Jelkin, to approve the minutes. Motion carried.

Chief Hatten then introduced Officer Adam Huot to the commission. Officer Huot then spoke about his background. He stated that he was from Duluth, graduated from high school there, attended University Minnesota Duluth and obtained a BA in Criminal Justice with a minor in history, went to Fond du Lac for his skills training and had in internship with Duluth Police Department in property crimes.

Chief Hatten then informed the Commission that Communication Specialist Kelly Pischke had turned in her resignation thus creating an opening in the department. He stated that City Administrator Gary Plotz had authorized him to fill the vacancy. The commissioners then reviewed the selection process timeline. A motion was then made by Mark Jelkin, seconded by Tom Schwartz, to approve the timeline and to move ahead in the selection process. Motion carried.

The next item on the agenda was discussion regarding the city administrators report. Chief Hatten stated that he had reviewed the report and had a one-on-one with each employee that had spoke with Gary Plotz. Hatten stated that some changes had occurred with regard to some of the issues. He said that the topics he covered with the individuals were scheduling, holsters, interview panel, vacation / comp-time / overtime, sergeants coverage and Tasers.

Discussion was then held regarding what area the commission wanted to review. Chairperson Anderson stated that the commission could look at a particular area of the rules and regulations or just start at the beginning and work through them. It was decided that the commission review the rules and regulations from the beginning.

Chairperson Anderson then asked if there were any items form the floor. Chief Hatten then presented a copy of a letter addressed to Gary Plotz from Cindy Bock pursuant to her request. Once the commissioners had an opportunity to read the letter Chairperson Anderson stated that he felt the issues stated in the letter were outside the realm of the commission. Chief Hatten stated that he agreed but that she wanted the commission to be aware of the situation. Hatten also stated that Gary Plotz would be responding to the letter. The commission requested that, if appropriate, they be advised of the answer supplied to Ms. Bock.

With there being no further business to discuss, a motion was made by Tom Schwartz, seconded by Mark Jelkin, to adjourn the meeting. Motion carried.

Time of adjournment was 7:00 p.m.

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Tuesday, July 18, 2006, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Tom Schwartz, and Chief Daniel Hatten.

The meeting was called to order at 5:28 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. With there being none, a motion was then made by Barry Anderson, seconded by Tom Schwartz, to approve the minutes. Motion carried.

Chief Hatten then informed the Commission that the interview process was complete for the full-time Communication Specialist position. The Commission was given a list of the top three candidates along with a summary on each of the top candidate's interview. Barry Anderson made a motion to accept the top three candidates, seconded by Tom Schwartz. Motion carried. Barry Anderson and Chief Hatten will be arranging a time in which to interview with the top three candidates.

The Commission then reviewed Sections 1 – 4 of the Rules and Regulations of the Police Civil Service Commission. After discussing Section 2, it was decided that Chief Hatten will contact Human Resources Director, Brenda Ewing, as to how the agreement has been solidified in regard to the hiring process for the Police Chief. Section 3 - Personnel Files, was then discussed. The Commission recommends changing the first sentence of Part A to read,

"The Commission ~~and~~ designates the Police Department shall to keep and maintain a complete personnel file on each employee of the Department pursuant to applicable law and current city policy."

Chief Hatten informed the Commission that he would compile information in regard to requirements for promotion so that the Commission can discuss Section 5 at the next meeting.

The Commission reviewed the 2005 revision of Minnesota State Statute Chapter 419. With there being no new revisions since 2005, the Commission accepted the update as the most recent version.

Chief Hatten handed the Commission a current employee roster along with the duties and responsibilities assigned to each officer. Commissioner Schwartz and Chairperson Anderson both agreed the roster was very informative.

Chairperson Anderson then asked if there were any items from the floor. Chairperson Anderson asked if Cindy Bock had received a response to her letter to Gary Plotz regarding her transfer to City Center for half of her workday to do city attorney related work. Ms. Bock has not received a response from Gary Plotz. Chairperson Anderson asked how the transfer has affected the Police Department. Chief Hatten stated that it has been a hardship for the Department to be without a staff person in the front office for part of every workday. Chairperson Anderson stated the transfer is not logically sensible and police department duties are being compromised due to lack of staff in the front office. Chairperson Anderson stated the concerns listed in Ms. Bock's letter need to be addressed by Gary Plotz and cannot be put off any longer. Chairperson Anderson and Commissioner Schwartz both request Ms. Bock return full time to the Police Department until the transfer can be justified by a significant case load that requires Ms. Bock to perform her job duties at City Center.

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With there being no further business to discuss, a motion was made by Tom Schwartz, seconded by Barry Anderson, to adjourn the meeting. Motion carried.

Time of adjournment was 7:20 p.m.

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Tuesday, August 15, 2006, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Mark Jelkin, Tom Schwartz, City Administrator Gary Plotz and Chief Daniel Hatten.

The meeting was called to order at 5:30 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. With there being none, a motion was then made by Mark Jelkin, seconded by Tom Schwartz, to approve the minutes. Motion carried.

Chief Hatten then asked to deviate from the agenda and take an item from the floor. Hatten stated that he, Gary Plotz and Marc Seboria had met at different times to attain a resolution with regard to Cindy Bock's position. The Commission was informed that a resolution had been reached in which Ms. Bock would move back to the police department full-time but that the timing of this was unknown. It was stated that a half-time employee would be hired for the city attorney's office to perform the duties currently done by Ms. Bock. Chief Hatten stated that this position was originally set up in 2002 to be half-time police department duties and half-time city attorney duties with the salary to be split by each department. He further stated that although that was the intention for this position the police department has always paid the full salary with the majority of the duties performed relating to the city attorney. Hatten stated that the funding for the new half-time individual in 2007 would be from the police department's permanent part-time budget. Gary Plotz stated that when Ms. Bock started with the police department Marc Seboria and Steve Madson determined that she would be based out of the police building. Chief Hatten stated that Ms. Bock had been informed of the resolution but that rest of the police department staff did not have this information.

Chief Hatten then updated the Commission with regard to the Communication Specialist opening. He stated that he had offered Amanda Alsleben the position and she had accepted the job. It was asked why she had to go through the process when she was already employed as a part-time employee with the department. Chief Hatten said that it was to ensure that all city hiring practices were followed and that she had never gone through the process for the full-time communications position. Her start date is anticipated to be in September however some time will be needed to accommodate her student teaching that is needed in order for her to complete her schooling.

The review of the rules and regulations was then continued beginning at Section 5 – Requirements for Promotion. Chief Hatten presented the Commission with an initial draft of the steps taken with regard to promotion for a sergeant position. He stated that he followed the same format used in the procedures for new hires. Tom Schwartz stated he did not see anything listed with regard to practical skills required for the position. Hatten stated that the testing process would ask questions that dealt with knowledge and skills. He said the piece he felt the department was lacking is information for officers starting out on what they need to do to gain the skills and attributes that would be needed to succeed in the promotional process. Mark Jelkin stated that this would be essentially an employee development plan. Tom Schwartz inquired to any probation period once an individual is promoted. Chief Hatten stated that there is a probationary period of one year. It was determined that approval of this process would be tabled until the revisions discussed were made and human resources had an opportunity to review the document. It was also requested that a draft be done for promotion to lieutenant.

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The Commission then went on to review Sections 6 through 10 of the Rules and Regulations. It was decided that all changes discussed would be made to the document by strike through and redlining and presented to the commission.

With there being no further business to discuss, a motion was made by Mark Jelkin, seconded by Tom Schwartz, to adjourn the meeting. Motion carried.

Time of adjournment was 7:08 p.m.

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Wednesday, **September 27, 2006**, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Mark Jelkin, Tom Schwartz, and Chief Daniel Hatten.

The meeting was called to order at 5:33 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. With there being none, a motion was then made by Tom Schwartz, seconded by Mark Jelkin, to approve the minutes. Motion carried.

Chief Hatten then updated the Commission with regard to the Communication Specialist staffing. He stated that at the end of the summer an eligibility roster with three names had been approved by the commission. Amanda Alsleben was selected for the full-time position thus creating a vacancy for a part-time position. During this time Communication Specialist Sheryl Delaney-Smith was placed on restrictive duty by her physician and limited to the number of hours she could work. She put in a written request to move to part-time due to the amount of hours she was able to work. Chief Hatten stated that he granted her request however, this created a vacancy for a full-time position. Hatten then informed the Commission that two applications had been submitted since the list was certified. Both applicants were contacted and only one was still interested in employment; that being Jayne Suemnick. Ms. Suemnick was interviewed in the beginning of September and achieved a score that would allow her to be placed on the roster. A motion was made by Mark Jelkin, seconded by Tom Schwartz, to place Jayne Suemnick on the eligibility roster. Motion carried. Chief Hatten stated that he will set up a date and time in which Ms. Suemnick may be interviewed by the final panel.

The procedures for promotion to sergeant and lieutenant were then reviewed. Discussion was then held on each and changes were requested with regard to the order of the steps. A motion was then made by Barry Anderson, seconded by Tom Schwartz, to accept the "Procedures for Promotion to Sergeant" with the changes as discussed. Motion carried. A motion was then made by Mark Jelkin, seconded by Barry Anderson, to accept the "Procedures for Promotion to Lieutenant" with the changes as discussed. Motion carried.

The next item on the agenda was the various letters that have been sent out to applicants once they have been placed on the eligibility roster. It was agreed that the letters should simply state that the applicant has been placed on the roster and to include a statement asking the individual to contact the department should they wish to be removed at any time from the list. The Commission requested that a sample letter be prepared and presented at the next meeting.

Barry Anderson then asked Chief Hatten for a clarification with regard to Cindy Bock's position with the department and why this positions full salary was paid out of the police budget. Chief Hatten stated that the position was to be split between the police department and the city attorney's office. He stated that instead of giving her position a line item in the city attorney's budget the allocated money was placed in the police department's budget under an existing line item and paid.

With there being no further business to discuss, a motion was made by Tom Schwartz, seconded by Mark Jelkin, to adjourn the meeting. Motion carried.

Time of adjournment was 6:30 p.m.

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Tuesday, **October 17, 2006**, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Mark Jelkin, Tom Schwartz, and Chief Daniel Hatten.

The meeting was called to order at 5:26 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. With there being none, a motion was then made by Mark Jelkin, seconded by Tom Schwartz, to approve the minutes. Motion carried.

Chief Hatten then shared with the Commission two letters of accommodation that had been given to Sgt. Joe Nagel regarding a fatal car accident that had occurred on September 9th. The second letter was given to Investigator Michelle Hammond for the work she had done on a child protection issue.

Chief Hatten updated the Commission with regard to the Communication Specialist staffing. He stated that a conditional offer had been given to Jayne Suemnick for the full-time position and she had accepted. He stated that the background on her was being conducted. A motion was made by Barry Anderson, seconded by Tom Schwartz, to approve the appointment on the condition that all the requirements were met. Motion carried.

The sample eligibility letter was discussed next. A motion was made by Mark Jelkin, seconded by Tom Schwartz, to approve the letter with the changes discussed. Motion carried.

The procedures for promotion to sergeant and lieutenant that were approved at the last meeting were revisited. There were grammatical changes suggested for number 6 and clarification on number 13. A motion was made by Mark Jelkin, seconded by Tom Schwartz, to adopt the promotion procedures with the changes. Motion carried.

The next item on the agenda was the continued discussion of the rules and regulations. Chairperson Anderson stated that he had gone back to the sections that had been discussed at prior meetings and compared them with the samples that had been obtained from other like cities. After discussion and review of the previous sections discussion was begun at Section 11 and concluded with Section 15.

With there being no further business to discuss, a motion was made by Tom Schwartz, seconded by Barry Anderson, to adjourn the meeting. Motion carried.

Time of adjournment was 7:10 p.m.

Hutchinson Police Commission Minutes

The Hutchinson Police Commission held a meeting on Tuesday, **December 12, 2006**, at the Hutchinson Emergency Operation Center. Present at the meeting were Barry Anderson, Mark Jelkin, Tom Schwartz, and Chief Daniel Hatten.

The meeting was called to order at 7:00 p.m. Chairperson Barry Anderson asked if there were any changes to the minutes from the last meeting. With there being none, a motion was then made by Tom Schwartz, seconded by Mark Jelkin, to approve the minutes. Motion carried.

The Commission then continued the process of updating the Rules and Regulations and began at Section 16 and went all the way through Section 20.

A message was relayed by Chairperson Anderson from the Safety Committee requesting additional patrols around the schools during release times. Discussion was held with regard to the upcoming meeting dates and times. It was determined that the next meeting would be January 16, 2007, at 5:30 p.m. The second meeting would comply with state statute that states police commissions must meet on the first Monday in February of every year. Therefore the commission will be meeting on February 5, 2007. It will be at the February meeting where the commission will set the date and times for the rest of the year.

With there being no further business to discuss, a motion was made by Tom Schwartz, seconded by Mark Jelkin, to adjourn the meeting. Motion carried.

Time of adjournment was 8:40 p.m.
