

# Roseville Police Civil Service Commission (PCSC)

Meeting Minutes: Tuesday, March 16, 2010

Elm Conference Room - Roseville City Hall

## Members Present:

PCSC Chairperson: Mary Jean Turinia Anderson and fellow commissioners Teresa Bailey and James Campbell

## Others Present for the Agenda Items:

Roseville Police Dept. Captain Rick Mathwig.

Chairperson Anderson called the meeting to order at 1:00 pm and the agenda was agreed upon.

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### A. Approval of Previous Meeting Minutes:

The Commission unanimously approved the February 16, 2010 meeting minutes.

### B. Status of Any Previous Action Item(s):

#### Action Item #1: Captain Mathwig:

Captain Mathwig has met with the City Manager to discuss the sworn RPD employees versus non-sworn RPD employees to be covered under the PCSC rules and regulations and the City Manager sees applicability only to the sworn police officers, except the Police Chief and Deputy Police Chief ( *if the position is ever re-activated*) to be covered by the PCSC. The Commission members agreed and the revised rules and regulations will reflect this agreement. **ACTION ITEM NOW CLOSED.**

#### Action Item #2: Captain Mathwig:

Captain Mathwig has not yet been able to verify with Roseville's legal counsel the 30 day (Minnesota statute) versus 90 day (current Roseville R & R's) time for temporary employee retention. This interpretation may affect the revised PCSC rules and regulations and needs to be determined before the April 13, 2010 PCSC meeting. **ACTION ITEM STILL OPEN.**

#### Action Item #3: Captain Mathwig:

Captain Mathwig discussed with HR, Roseville's position with respect to any legal ramifications of the requirement for two weeks notification if an officer in good standing should elect to resign. It was confirmed that two weeks notice is required. **ACTION ITEM NOW CLOSED.**

#### Action Item #4: Teresa Bailey:

As a result of an extensive discussion by all present, it was decided that Commissioner Bailey will propose alternate wording to section **17.a** in the current R & R draft for the PCSC to consider. She did this, and the revised wording is included in the current draft of the rules and regulations. **ACTION ITEM NOW CLOSED.**

..... ( Action items continued on page 2 of 3 ) .....

### **Action Item #5: Captain Mathwig:**

Captain Mathwig determined that the reference to 'state statute 14..' is as stated in section 17.b in the current R & R draft is the correct reference. **ACTION ITEM NOW CLOSED.**

### **Action Item #6: Captain Mathwig**

Captain Mathwig will again confirm with the Roseville IT department that the current PCSC minutes and agendas are now included in the appropriate section of the City of Roseville web site archives to facilitate public access as needed. **ACTION ITEM STILL OPEN.**

## **C. Review and Editing of Roseville PCSC Rules and Regulations.**

The Roseville PCSC continues to examine the current PCSC Rules and Regulations ( R & R's ) with the goal to: review the existing Roseville R & R's for continuing applicability, update as best practices may indicate, and then approve / communicate the revised Roseville PCSC R & R's.

This PCSC meeting was once again primarily devoted to reviewing the current PCSC Rules and Regulations against: current Roseville Police Dept. or applicable City practices, inputs from best-practice interviews, and current laws and regulations concerning data privacy, etc. The updated R & R's that Captain Mathwig prepared from the February 16, 2010 PCSC meeting discussions and related follow-up action items were reviewed and edited by all Commissioners and Captain Mathwig during this meeting.

Before the April 13, 2010 PCSC meeting, Captain Mathwig will again update the PCSC R & R's and e-mail 'next-draft' copies to each Commissioner in order for everyone to be fully prepared discuss the changes from today's meeting and to propose any specific recommendations / changes.

## **D. Other Discussion Items at This Meeting:**

1. Chairperson Mary Jean Turinia-Anderson term of service ends in March 2010 and this is her last meeting with the PCSC. Commissioners Campbell, Bailey, and Captain Mathwig thanked Mary Jean for her years of service on the Roseville PCSC and most recently her diligent work in helping her fellow Commissioners to revise the PCSC Rules and Regulations.

2. Action items and assignees from the review / discussions at today's meeting, in addition to the Action Items still open in section 'B' of these minutes are as follows:

a. Richard Houck, Roseville resident and previous PCSC commissioner, has requested time at the next PCSC meeting to voice his concerns regarding aspects of the current promotional process for Lieutenant and Captain positions in the RPD. The commissioners will invite Mr. Houck to attend and present his concerns at the next PCSC meeting during the 'Other Business' portion of the Agenda.

### **Action Item #7: Chairperson Anderson**

Commissioner Anderson will contact Mr. Houck later today, inviting him to present his concerns at the April 13, 2010 PCSC meeting.

..... ( Action items continued on page 3 of 3 ) .....

b. The next meeting of the Roseville PCSC is scheduled for Tuesday, April 13, 2010 at which time a PCSC Chairperson and Secretary will be elected. Commissioner Bailey stated that she would not like to be considered for the PCSC Chair assignment for the next year. Also, the City Council's newly appointed PCSC Commissioner should be in attendance at this meeting.

**Action Item #8: All PCSC Commissioners**

**Adjournment**

There were no other matters brought up at this time to the PCSC, therefore the meeting was adjourned By Chairperson Anderson at 2:05 pm.

Respectfully submitted, March 22, 2010

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James A. Campbell  
Recording Secretary  
Commissioner, Roseville PCSC