

# Roseville Police Civil Service Commission (PCSC)

Meeting Minutes: Tuesday, February 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:

Roseville Police Dept. Captain Rick Mathwig.

Chairperson Anderson called the meeting to order at 1:00 pm. This meeting also satisfies the February annual meeting requirement in part 414 of the current Minnesota state statutes.

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### A. Approval of Previous Meeting Minutes:

The Commission unanimously approved the January 26, 2010 meeting minutes.

### B. Any Previous Action Items:

- #1 Captain Mathwig was not able to complete the previous action item from the January 26, 2010 Meeting Minutes as the City Manager has not yet completed his final determination. Captain Mathwig will again meet with the City Manager to discuss the sworn RPD employees versus non-sworn RPD employees in the question previously posed by Commissioner Anderson under item D. #1 in the November 17, 2009 minutes. Captain Mathwig will report on this at the next PCSC meeting on Tuesday, March 16, 2010.

No other action items are 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 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 January 26, 2010 PCSC meeting discussions and the rest of the draft R & R's were reviewed and edited by all Commissioners and Captain Mathwig.

The appreciation for Captain Mathwig's diligent work in preparing the draft versions of the PCSC R & R's was extended to him by all of the Commissioners.

Before the March 16, 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 to give their specific recommendations / changes and discuss the previous changes.

Action items and assignees from the review / discussions at today's meeting are as follows:

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

Captain Mathwig will verify with Roseville's legal counsel the 30 day (Minnesota statute) versus 90 day (current Roseville R & R's) time for temporary employee retention.

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

Captain Mathwig will discuss 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.

### **Action Item #3: 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 will send the proposed alternate wording to the Commissioners and Captain Mathwig for review prior to the scheduled March 16, 2010 PCSC meeting.

### **Action Item #4: Captain Mathwig**

Captain Mathwig will determine what the 'state statute **14....**' is as currently stated in section **17.b** in the current R & R draft and discuss at the scheduled March 16, 2010 PCSC meeting.

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

1. Commissioner Campbell informed the meeting attendees that the City of Roseville internet site sub-menu that displays PCSC Commissioner names, agendas, and minutes needs to have the all of the more recent minutes and agendas added.

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

Captain Mathwig will forward this need to the applicable City department for keeping the PCSC section of the City of Roseville web-site archives current through Ms. Roberto.

2. Commissioner Anderson re-affirmed that the PCSC Chairperson will e-mail proposed PCSC meeting agenda items to Ms. Roberto, who will then send to the Commissioners prior to each future upcoming scheduled PCSC meeting. Draft and Final copies of each meeting's minutes will also include Ms. Roberto as sent by the PCSC Recording Secretary.

The next meeting of the Roseville PCSC is scheduled for Tuesday, March 16, 2010.

## **Adjournment**

There were no other matters brought up at this time to the PCSC, therefore the meeting was adjourned at 2:45 pm.

Respectfully submitted, February 22, 2010

James A. Campbell  
Recording Secretary  
Commissioner, Roseville PCSC