



WHITEWATER POLICE DEPARTMENT

Date: October 16, 2024

To: City of Whitewater Common Council

From: Chief Dan Meyer

Cc: City Manager John Weidl; Finance Director Rachelle Blich

Re: **Whitewater PD Organizational and Workload Study Overview & Next Steps**

This memo will summarize the findings and recommendations made by Fitch & Associates and distill what options the Council may want to consider moving forward.

Report Findings

The report published by Fitch & Associates noted that the Whitewater Police Department is facing a number of constraints and challenges including:

- An overall increase in total workload year-over-year (p. 4)
- Increases in the following call types: domestic violence, mental health, reckless driving, and weapons (p. 26)
- An uncommonly large amount of patrol workload shouldered by first-line supervisory staff (p. 7)
- Detective Bureau staff spread thin due to call volume and ancillary duties (p. 59)
- Records staff struggling to keep up with duties due to technology advances that have increased workload (p. 63)
- Communications staffing which must be bolstered by additional hires or technological advances to have coverage that meets NENA standards (p. 56)
- A long-term storage garage that creates a risk of evidence loss due to its state of disrepair (p. 66)

Report Recommendations

Based on the identified constraints, Fitch & Associates made a number of recommendations that fall under one of three categories: Capital, Operational/Process, and Staffing. The primary recommendations are listed below along with the italicized actions planned to address those items outside of a referendum. It should be noted that additional recommendations were made that would be more appropriately categorized as “future recommendations” that are reliant on an increase in staffing prior to being a realistic priority. Those recommendations are not relevant to this summary and therefore are not listed below.

1) Capital:

- **Provide an alternative long-term property storage facility.** *This will be addressed outside of a referendum using existing funds.*

2) Operational/Process:

- **Prioritize routine maintenance on squad cars by adding a mechanic or outsourcing the work.** *This will be addressed outside of a referendum by contracting the work through a dealership or through utilization of a squad car leasing structure that incorporates maintenance work.*
- **Develop comprehensive job descriptions for Records staff.** *This is in process and will occur outside of a referendum.*
- **Review the fee structure for licensing and records requests.** *This is in process and addressed outside of a referendum by charging for video redaction service where permitted by state law, as well as a planned review of the fee structure.*
- **Strengthen Dispatch technology to avoid shut downs, and consider hiring additional resources or partnering with other agencies and incorporate prioritization of coding of calls within CAD system.** *It is recommended that this be addressed outside of a referendum by addressing potential technological gains, potentially increase overtime budget to allow for additional double coverage of dispatchers, and by partnering with Walworth County to address the deficiencies in the CAD system regarding coding.*

3) Staffing:

- **Make part-time Records Technician position a full-time position.** *This will be addressed outside of a referendum by addressing the fee structure.*
- **Add four Patrol Officers as soon as possible**
- **Add one School Resource Officer (within 1-2 years)**
- **Add one Detective (within 3-4 years)**
- **Add another two Patrol Officers (within 3-4 years)**

Next Steps

City staff recommend that Council consider pursuing a referendum to address the additional sworn positions recommended by Fitch & Associates. The positions cannot be absorbed by budget or grant funding. The following options should be considered and associated costs with each option will be provided in another document.

- 1) Add six Patrol Officers, one Detective, and allocate requisite funding for an additional SRO pending an agreement with the Whitewater Unified School District
- 2) Add four Patrol Officers and one Detective
- 3) Add four Patrol Officers