MATC Vision

Milwaukee Area Technical College is committed to being a world-class educational institution that empowers students, faculty, and staff to realize their potential.

October 25, 2007

NOTICE TO RESIDENTS OF THE MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT, WISCONSIN

A special meeting * of the MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD, WISCONSIN, will be held in the BOARD ROOM, ROOM M210, of MILWAUKEE AREA TECHNICAL COLLEGE, 700 WEST STATE STREET, MILWAUKEE, WISCONSIN, on TUESDAY, OCTOBER 30, 2007, beginning at 11:30 A.M. The agenda** for said meeting is presented as follows:

A. Roll Call

B. Compliance with the Open Meetings Law

C. Finance, Personnel, and Operations Committee
   
   Action Items
   
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<tr>
<td>FPO-10</td>
<td>Resolution (F0041-10-07) to Establish Tax Levy for FY2007-2008 (not available at time of posting)</td>
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<tr>
<td>FPO-11</td>
<td>Resolution (F0022-05-07) to Approve District Public Safety Staffing Plan</td>
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* This meeting may be conducted in part by telephone. Telephone speakers will be available to allow the public to hear those parts of the proceedings that are open to the public.

** Action may be taken on any agenda item, whether designated as an action item or not. Agenda items may be moved into Closed Session for discussion when it becomes apparent that a Closed Session is appropriate under Section 19.85 of the Wisconsin Statutes. The board may return into Open Session to take action on any item discussed in Closed Session.

Reasonable accommodations are available through the ADA Office for individuals who need assistance. Please call 414-297-6221 to schedule services at least 48 hours prior to the meeting.
BACKGROUND:
Campus safety has evolved into a complex responsibility with far reaching implications. Protecting Milwaukee Area Technical College, a large and geographically dispersed public institution, requires strategically applied resources; highly qualified and trained personnel; and a clear programmatic mandate. The MATC Department of Public Safety currently lacks the organizational infrastructure, personnel, resources, training, and legal authority necessary to confront today’s ever evolving safety and security threats.

Therefore, Administration is recommending that the College take action to support the development of forward thinking campus public safety operations and practices. The need for change was clearly identified during a recent district-wide assessment of the department by a specialized team of evaluators from the International Association of Campus Law Enforcement Administrators. This urgency has been further reinforced by observations and recommendations of the Governor’s Task Force on Campus Security as well as through events occurring on the national landscape.

This request seeks additional uniform personnel, expansion of available protective services classifications, restructuring of the department’s command staff, increased operational resources, and broadened enforcement authority for the Department of Public Safety. Through this initiative MATC will be positioned to provide its diverse campus community a higher and far more progressive level of law enforcement and public safety services than currently possible.

RESOLUTION:
Whereas, the MATC District Board recognizes the complexities involved with administering a comprehensive public safety and security program; and

Whereas, the staffing plan recommended seeks to bolster the Department of Public Safety’s general capabilities through the hiring and training of well-qualified personnel and providing them with the necessary resources, equipment, training, and standards to accomplish their mission; and

Whereas the MATC District Board seeks to balance the critical needs of the college community with the fiscal realities of the District and thus supports a well-planned, strategic, phased approached to addressing these needs;

Therefore be it resolved, that the MATC District Board approve the following measures to support the District Public Safety Staffing Plan:

- The restructure of management of the Department of Public Safety to include a newly created Lieutenant position (replacing the Supervisor, Emergency Response Center on 2nd shift), and to add a 3rd shift Lieutenant position.

- The creation of new protective services classifications within the Local 587 unit to be trained and equipped to provide a rapid and effective first response to emergent situations and incidents, herein referred to as “Public Safety Specialists” (including Alpha and Senior Public Safety Specialists).

- The upgrade of 3-4 current Public Safety Officers to the new Public Safety Specialist position.

- The hiring of 5 new Public Safety Specialists over FY07-08 and the training, equipment and other resources to fully support their functioning.
ADMINISTRATION

The Department of Public Safety’s management team would consist of the following:

1. Existing position, currently filled.
2. Existing position, currently under recruitment.
3. Modification of existing vacant Supervisor: Emergency Response Center position, supplemental funding may be required.
4. New management position to oversee district-wide supervision of 3rd shift operations, full funding will be required.

Management team members would be assigned specialized duties in addition to their leadership roles.

Shift commanders would be considered district “administrators on-duty” during off-hours, and carry limited non-Public Safety responsibilities as such.

SPECIALIZATIONS

The Department of Public Safety would create two “alpha” Specialist positions responsible for assuming the role of district-wide subject matter experts in key functions.

These positions include the following:

5. New Public Safety Specialist – Investigations and Safeguards partially funded through the vacant Word Processing Assistant line with supplemental funding.

6. New Public Safety Specialist – Community Outreach Programs partially funded through upgrading an existing 1st shift Public Safety Officer position, and re-assigning a selected individual to that role. Supplemental funding would be required for the upgrade.

“Alpha” Specialists would be fully capable of responding calls for service, and will be expected to respond to Level 1 and 2 emergent situations and critical incidents.
1ST SHIFT

The Department of Public Safety would begin to integrate its Public Safety Specialist in to the shift configuration as follows:

7. New Public Safety Specialist, Senior position to act as a District Shift Leader under the direction of the District Commander, full funding required.

8. Two new Public Safety Specialists:
   - First position would require full funding,
   - Second position would require an upgrade from a 1st shift Public Safety Officer to Public Safety Specialist. Supplemental funding will be required for upgrade.

9. Existing position, no change at this time.

10. Existing positions, no change at this time.

11. Existing positions, no change at this time.

2ND SHIFT

The Department of Public Safety would begin to integrate its Public Safety Specialist in to the shift configuration as follows:

12. Add a new Public Safety Specialist, Senior position to act as a District Shift Leader under the direction of the 2nd shift Lieutenant (District Shift Commander), full funding required.

13. Two new Public Safety Specialists:
   - First position would require full funding.
   - Second position would require an upgrade from a 2nd shift Sergeant position to Public Safety Specialist. Supplemental funding will be required for upgrade.

14. Existing positions, no change at this time.

15. Existing positions, no change at this time.

3RD SHIFT

The Department of Public Safety would begin to integrate its Public Safety Specialist in to the shift configuration as follows:
Add a new Public Safety Specialist, Senior position to act as a District Shift Leader under the direction of the 3rd shift Lieutenant (District Shift Commander), full funding required.

Existing position, no change at this time.
Existing position, no change at this time.

SYNOPSIS

1. Department of Public Safety headcount will increase from 32 to 38 personnel.
   a. Four managers.
   b. Three represented Public Safety Specialist, Seniors
   c. Six represented Public Safety Specialists.
   d. Two represented Sergeants.
   e. Twenty-three represented Public Safety Officer I/IIIs.

2. The staffing proposal requests five new front line positions, the transfer of one manager position from within the College, and four upgrades of existing positions.

3. Department of Public Safety staff will be distributed via the Phase 1 component of the staffing plan as follows:
   a. District Administration – 2
   b. District Programming - 2
   c. District Operations - 5
   d. Milwaukee Campus – 23
   e. Mequon Campus – 1.5 (Count As 2)
   f. Oak Creek Campus – 1.5 (Count As 2)
   g. West Allis Campus – 1.5 (Count As 2)

4. Supervision across the line and through the district is addressed in this plan. Using a combination of managers and represented “district shift leaders” the Department will be capable of overseeing institution-wide operations 24/7, 365 days per year.

5. Public Safety will address programmatic deficiencies through heightened specializations as evidenced through the “alpha” Public Safety Specialist positions.

6. Trained, qualified and appropriately licensed management and specialists will be authorized to carry MATC-issued firearms while in uniform and on duty. This is in addition to all other equipment previously issued. Ongoing efforts to achieve statutory recognition as a law enforcement agency will continue.
7. Coverage on high impact shifts will be increased. Heightened response capabilities of next generation personnel will contribute to a safer environment on all shifts. Future development of regional campus staff is recommended for further consideration.

8. As a first phase transitional representation, the expectation is that as opportunities (i.e., attrition) present themselves additional Public Safety Specialists positions will be deployed district-wide.

9. During this first phase, the College will initiate efforts to seek statutory authorization to allow the Department of Public Safety to achieve status as a sworn law agency. Public Safety Specialist and above would be targeted as probable law enforcement officers.