

AGENDA
POLICE AND FIRE COMMISSION
Superior, WI 54880

Police & Fire Commissioners: Shawnu Ksicinski, Ephraim Nikoi, Howard Hendrickson,
Arthur Gil de Lamadrid, ChaQuana McEntyre

Council Representative: Brent Fennessey

The Board of the Police and Fire Commission for the City of Superior will meet in regular session on **Wednesday, October 14, 2020 at 6:00 p.m.** in conference room 204, of the Government Center, Superior Wisconsin and also online access by entering the following information:

<https://meet.google.com/kcc-ptwz-hqn>

[Join by phone](#)

(US) +1 617-675-4444 PIN: 237 559 332 5247#

The following has been scheduled for discussion/action:

1. Call to order
2. Roll call
3. Recognition of notice to public
4. Approval of minutes: September 9, 2020
5. Police & Fire department updates
6. Letter from Chief Gordon; completion of probationary period, Steve Miner
7. Letter from Chief Gordon; completion of probationary period, Camron Vollbrecht
8. Letter from Chief Alexander; completion of probationary periods, Matthew Swanson, Austin Lauridsen
9. Letter from Chief Alexander; promotions, Joel Markon, Christopher Woolery
10. Letter from Chief Alexander; promotion, Matthew Brown
11. Approve updated Police Officer certified hire list
12. Update on Firefighter testing process
13. Review PFC rules related to how the Commission receives correspondence and the process for an individual filing a complaint

Adjournment

-Donna Swanson, Recording Secretary

In compliance with Wisconsin Open Meetings Law, this agenda was:

Posted: Government Center, Douglas County Courthouse, Superior Public Library

Notified by email: Superior Telegram, Duluth News Tribune

The City of Superior complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in the public meeting process, please contact the City Clerk's Office at (715)395-7200 by 4:30 p.m. on the day prior to the scheduled meeting. We will attempt to accommodate any request depending on the amount of notice we receive.

c: Mayor Paine
City Clerk
Scott Gordon, Fire Chief
Nick Alexander, Police Chief
Rich Burghaus WPPA Representative
Cammi Koneczny, Human Resources Director
Frog Prell, City Attorney
Russ Milroy, WPPA, Local #27
Suzanne Olson, IAFF Local #74

MINUTES
POLICE AND FIRE COMMISSION
Superior, Wisconsin

1. The regular meeting of the Board of the Police and Fire Commission for the City of Superior was called to order Wednesday September 9, 2020 at 6:00 p.m. in Room 204, of the Government Center, Superior, Wisconsin. Some participants joined the meeting via Google Meet.

2. ROLL CALL

Commissioners present: Arthur Gil de Lamadrid, Howard Hendrickson, Ephraim Nikoi, Shawnu Ksicinski.

Also present: Asst. Chief Kiel, Chief Gordon, HR Director Koneczny, Citizen Tina Sorokie

There being a quorum present, the meeting was in order.

3. RECOGNITION OF NOTICE TO THE PUBLIC

The recording secretary mailed and/or delivered agendas and agenda packets to persons or organizations listed, and the meeting was legally noticed in accordance with Wisconsin State Statutes open meeting law.

4. Approval of minutes: March 11, 2020, June 11, 2020

Motion by Commissioner Nikoi, seconded by Commissioner Gil de Lamadrid and carried to approve the minutes from the March 11, 2020 and June 11, 2020 meetings.

5. Police & Fire department updates

Chief Gordon said there has been a lot going on in the department and he will give an overview as to be respectful of everyone's time. Chief Gordon also told Commissioners they can reach out to him at any time if they have questions or would like more information about what's going on at the Fire Department. The station build is complete. The outbuilding is completed. It became a community effort, and the Chief tried to share progress via Facebook. Firefighters laid the sod outside and also planted trees, which saved the department some money. Chief Gordon explained that they are renting out space in the outbuilding to Enbridge for equipment that they have purchased for Fire Department use. Enbridge previously rented space elsewhere, so this is a great expansion on the public/private partnerships. Council has approved unanimously to sign the lease on the new ladder truck. Chief Gordon said this truck will be an impressive piece of apparatus. General Safety has 395 days to complete the build. This project also was a public/private partnership. Enbridge and Husky so far have committed \$200,000 towards that 1.3 million dollar firetruck lease. The Chief also talked about the excellent ISO rating we have. He said we are in the top 1% of fire departments with a five million dollar budget. It is especially amazing considering the City's large footprint. Chief Gordon said currently there are four open positions within the department. There were previously three openings, but one position was lost because a person took a job at another fire department. With the current hiring process in place, he hopes to have these positions filled by January.

Asst. Chief Kiel noted that it's been busy in the department since we last met. There has been a number of promotions, completions of probationary periods, and officers changing positions in our department. We will soon select our fourth new sergeant within just a few months. Many people are in new roles and there is a lot of learning going on. After 28 years Sgt. Jon McKinnon is retired, effective August 31st. Sgt. Chris Kirchoff will retire October 5th after 24 years. There are a couple other retirements that are pending, so there will be even more changes in the department. Asst. Chief Kiel talked about precautions that have been made due to COVID. An emergency-like schedule was enacted for a time to protect officers. So far we have

done amazingly well. We have only had one person test positive, and that person is fine and back at work. Asst. Chief Kiel said throughout the last few months, officers have been more pro-active, instead of reactive, and he thinks that the courts have recognized that, and we are moving forward. We recently held second interviews for eight people on the hiring list, and are currently backgrounding five of those individuals. We hope to be able to hire four of these individuals, with pending retirements. We have already made one conditional offer to one of those people. We hope to make another by the end of the week. The others we are waiting on their backgrounds to be completed. Asst. Chief Kiel said the current hiring list should suffice for a time yet. We still have five names on the list that we have not yet seen. The new budget that the mayor has proposed has a position for a social worker within the department. Asst. Chief Kiel explained that this process is all a new concept for us and will take some time to come to fruition. Asst. Chief Kiel explained that the Pathways to Hope program (drug diversion) had to be suspended for a short time due to COVID because face-to-face assessments could not be performed. We are now doing assessments via the internet, similar to Google meetings.

No Action

6. Elections

Motion by Commissioner Hendrickson, seconded by Commissioner Nikoi and carried to re-elect commissioners to their current positions.

7. Letters from Chief Gordon; New employees, Kalan, Rosa
8. Letter from Chief Gordon; Retirements, Edwards, D. Johnson
9. Letter from Chief Gordon; Completion of probationary period, Freer
10. Letter from Chief Gordon; Resignation of Firefighter Larson
11. Letter from Chief Gordon; Promotion to MPO, Francisco
12. Letter from Chief Alexander; Completion of probationary period, Finkbeiner
13. Letter from Chief Alexander; Promotions, Kiel, Winterscheidt
14. Letter from Chief Alexander; Promotions, Eastman, Harriman, Letendre
15. Letter from Chief Gordon; Completion of probationary period, Webber
16. Letter from Chief Alexander; Completion of probationary period, Pope

Motion by Commissioner Gil de Lamadrid, seconded by Commissioner Hendrickson and carried to receive and file agenda items 7, 8, 10, 11, 13, and 14.

Motion by Commissioner Hendrickson, seconded Commissioner Nikoi and carried to approve agenda item 9, completion of probationary period, Freer.

Motion by Commissioner Gil de Lamadrid, seconded by Commissioner Hendrickson and carried to approve agenda item 12, completion of probationary period, Finkbeiner.

Motion by Commissioner Nikoi, seconded by Commissioner Gil de Lamadrid and carried to approve agenda item 15, completion of probationary period, Webber.

Motion by Commissioner Nikoi, seconded by Commissioner Hendrickson and carried to approve agenda item 16, completion of probationary period, Pope.

17. Review PFC rules related to how the Commission receives correspondence and the process for an individual filing a complaint

Motion by Commissioner Hendrickson, seconded by Commissioner Kscinski and carried to table agenda item 17 until the next meeting.

18. Update on Firefighter testing process

No action

Citizen Tina Sorokie requested to speak at the meeting. Ms. Sorokie joined the meeting via telephone. President Ksicinski let Ms. Sorokie know that she would be allowed approximately five minutes to speak to the Commission even though she was not on the agenda. Ms. Sorokie voiced concerns that she felt there had been discrimination towards her by several members of the police department regarding her applying for a crossing guard position, and that she had been interrogated instead of interviewed. Ms. Sorokie also mentioned that she had previously worked for the Superior School District, and had been on a medical leave before her employment was terminated. She expressed concern that she has tried to speak to Chief Alexander several times in the past year but has not been successful. Ms. Sorokie was given instruction on how to file a formal complaint to the PFC. She requested this information be emailed to her and gave the secretary her email address. (Ms. Sorokie spoke from approximately 7:08 pm to 7:28 pm)

Motion by Commissioner Nikoi, seconded by Commissioner Gil de Lamadrid and carried to move into closed session.

19. Firefighter interview questions review

Motion by Commissioner Nikoi, seconded by Commissioner Gil de Lamadrid and carried to return to open session at 7:37 p.m.

Motion by Commissioner Gil de Lamadrid, seconded by Commissioner Nikoi and carried to adjourn at 7:37 p.m.

*Submitted by: Donna Swanson
Recording Secretary*



SUPERIOR

W I S C O N S I N

Living up to our name.

Superior Fire Department

*Scott Gordon, Fire Chief
Superior Fire Department
3326 Tower Avenue
Superior, WI 54880*

*Phone: (715) 395-1680
Fax: (715) 395-1681
www.ci.superior.wi.us*

September 30, 2020

TO: Police & Fire Commission Members

FROM: Scott Gordon, Fire Chief

REF: Probationary Period

For your information and records, Captain Steve Miner has successfully completed his one year probationary period effective September 30, 2020.

I recommend that he be appointed to his respective position.

Thank you,

A handwritten signature in black ink that reads "Scott Gordon".

Scott Gordon
Fire Chief

c: Human Resources
Captain Steve Miner



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*Scott Gordon, Fire Chief
Superior Fire Department
3326 Tower Avenue
Superior, WI 54880*

*Phone: (715) 395-1680
Fax: (715) 395-1681
www.ci.superior.wi.us*

October 1, 2020

TO: Police & Fire Commission Members

FROM: Scott Gordon, Fire Chief

REF: Probationary Period

For your information and records, Battalion Chief Camron Vollbrecht has successfully completed his one year probationary period effective October 1, 2020.

I recommend that he be appointed to his respective position.

Thank you,

A handwritten signature in black ink that reads "Scott Gordon".

Scott Gordon
Fire Chief

c: Human Resources
Battalion Chief Camron Vollbrecht



Living up to our name.

Superior Police Department

1316 N. 14th St. Suite 150
Superior, WI 54880

Phone: (715) 395-7234
Fax: (715) 395-7664
www.ci.superior.wi.us

October 6, 2020

Police and Fire Commission
Superior, Wisconsin

Dear Commissioners:

The purpose of this letter is to update you concerning two officers successful completion of their probationary period in our department.

Officers Matthew Swanson and Austin Lauridsen completed their probationary period on October 5, 2020. I would recommend that the Commission, at their next meeting or as soon as practical, move Officers Swanson and Lauridsen to full tenure Patrol Officers in our department.

I will be glad to address this request in more detail at the next PFC meeting. If you have any questions, please feel free to contact me. Thank you.

Sincerely,

Nicholas F. Alexander
Police Chief

NFA/ds

c: Officer M. Swanson
Officer Lauridsen
Human Resources



Living up to our name.

Superior Police Department

1316 N. 14th St. Suite 150
Superior, WI 54880

Phone: (715) 395-7234
Fax: (715) 395-7664
www.ci.superior.wi.us

September 25, 2020

Police and Fire Commission
Superior, Wisconsin

Dear Commissioners:

I am writing this letter to announce to you a recent promotional process is complete and I have promoted Officers Joel Markon and Christopher Woolery to Detective, effective September 14. They will both serve a one year probationary period.

I would ask that you confirm these promotions at your next meeting. If you have any questions, please feel free to contact me.

Sincerely,

Nicholas F. Alexander
Police Chief

NFA/ds

c: Detective Markon
Detective Woolery
Human Resources



SUPERIOR

W I S C O N S I N

Living up to our name.

Superior Police Department

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Superior, WI 54880

Phone: (715) 395-7234
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www.ci.superior.wi.us

September 25, 2020

Police and Fire Commission
Superior, WI

Dear Commissioners:

I am writing this letter to inform you that a recent promotional process is complete and at this time I am announcing to you that I have promoted an officer to the rank of Sergeant. Officer Matthew Brown has been promoted to Sergeant, effective September 24. He will serve a one year probationary period.

I would ask that you confirm this promotion at your next meeting. If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Nicholas F. Alexander".

Nicholas F. Alexander
Police Chief

NFA/ds

c: Sgt. Brown
Human Resources



SUPERIOR

W I S C O N S I N

Living up to our name.


Human Resources Department
Cammi Koneczny, Human Resources Director
Debbie Bergstrom, Human Resources Specialist

Phone: (715) 395-7210
Fax: (715) 395-7590
TTY: (715) 395-7521
E-mail: humanresources@ci.superior.wi.us

1316 North 14th Street, #301
Superior, WI 54880
Website: www.ci.superior.wi.us

October 7, 2020

PFC Agenda: October 14, 2020

TO: Superior Police & Fire Commissioners
FROM: Cammi Koneczny, Human Resources Director 
RE: Certified Hire List – Superior Police Department

Peter Erickson, Hillary Peterson and Brittany Letica have all accepted positions with the Superior Police Department. Hillary and Brittany are expected to begin recruit school in January, Peter is already Wisconsin certified so he will start in the FTO program. Joseph Eickman and Matthew Estrada withdrew from our list. This brought the certified hire list down to four candidates.

Rebekah Harrington was elevated to the certified hiring list to bring it to five names. Rebekah withdrew from our list, bringing the certified list back down to four candidates.

Tracy Asche and Lauren Phillips were elevated to the certified hiring list, due to a tie score, bringing it to six names.

There are two additional candidates remaining on the hiring list.

I am asking for your approval of the new certified hire list. This hiring list can be utilized until March 11, 2022 or until depleted or a new hiring list is approved.

Please contact me if you have any questions about this information, thank you.

cc: Nicholas Alexander, Police Chief
City Clerk

POLICE AND FIRE COMMISSION
SUPERIOR, WISCONSIN 54880

Shawnu Ksicinski, President
Howard Hendrickson, Vice President
Arthur GildeLamadrid, Press Spokesperson

Ephraim Nikoi, Secretary
ChaQuana McEntyre, Commissioner

October 14, 2020

TO: Nicholas Alexander, Police Chief
Mayor Jim Paine
Cammi Koneczny, Human Resources Director
City Clerk

The Board of the Police and Fire Commission has tested and recommends the following named candidates for employment within the Superior Police Department should vacancies occur. You may hire in the order most advantageous to the City of Superior. They are listed *alphabetically*.

Tracy Asche
Christopher Huard
Gregory Mertzig
Lauren Phillips
Jacob Ouren
Jarid Rankila

This hiring list supersedes all previous hiring lists.

/s/ Shawnu Ksicinski

Shawnu Ksicinski, President

/s/ Howard Hendrickson

Howard Hendrickson, Vice President

/s/ Arthur GildeLamadrid

Arthur GildeLamadrid, Press Spokesperson

/s/ Ephraim Nikoi

Ephraim Nikoi, Secretary

/s/ ChaQuana McEntyre

ChaQuana McEntyre, Commissioner

§ 708. Informal Citizen Complaint Process.

When a citizen files a written complaint with the Commission about the conduct of a member of the Department but does not invoke the formal disciplinary process by filing a statement of charges meeting the specifications of § 705(2) above, the Commission may in its discretion either refer the matter to the Chief for investigation and possible disciplinary action or cause its own investigation of the matter to be conducted. In either event the citizen shall be notified of the results of any investigation conducted in response to his or her complaint.

Agenda item #9

ARTICLE VII

(Last Updated August 1997)

DISCIPLINARY PROCEDURES

§ 700. Scope and Authority.

- (1) The provisions of this Article govern the administration of disciplinary procedures over which the Commission has jurisdiction pursuant to § 62.13(5) of the Wisconsin Statutes. They are adopted pursuant to the authority granted to the Commission under § 62.13(5)(g) to promulgate rules for the administration of disciplinary actions.
- (2) The provisions of Article VII apply to the Fire Chief, the Police Chief, and to all subordinate members of each department.
- (3) The provisions of Article VII do not apply to:
 - (a) Probationary employees, who may be summarily discharged from the Department by the Chief;
 - (b) Members of the Department who are serving in a probationary capacity in a promoted rank and who are demoted by the Commission for failing to satisfactorily complete the period of probation; and
 - (c) Unsworn employees of the Department.

§ 701. Definitions.

When used in Article VII, the following terms have the indicated meanings:

- (1) **“Complainant”** means the person who signs the statement of charges against the respondent. In the case of a statement of charges filed by the Commission as a body, “complainant” means the Commission.
- (2) **“Respondent”** means the person charged in the statement of charges.

§ 702. Legal Counsel for the Commission.

The Commission may retain legal counsel to assist it in the administration of any disciplinary matter pending before it.

§ 705. Filing of Charges; Suspension Pending Disposition of Charges.

- (1) **Who May File Charges.** Charges may be filed against a subordinate member of the Department by the Chief, by a member of the Commission, by the Commission as a body, or by any aggrieved person. Charges may be filed against the Chief by a member of the Commission, by the Commission as a body, or by any aggrieved person.
- (2) **Statement of Charges.** In order to invoke the formal disciplinary process as described in Article VII of these Rules, the statement of charges shall:
 - (a) Be in writing;
 - (b) Be addressed to the Commission;
 - (c) Identify the person against whom the charges are brought;
 - (d) State sufficient facts to allow the accused to know and understand the factual allegations and to be able to prepare a defense. The statement of charges shall indicate the date(s) and location(s) of the alleged offense(s). If any portion of the statement of charges is made upon information and belief, the source(s) of such information and belief shall be identified by name and address;
 - (e) State the specific statute, rule, regulation, policy, procedure, or order which the accused is charged with violating;
 - (f) Be verified, meaning that the complainant must sign and date the statement of charges in the presence of a notary public after declaring under oath or affirmation that the contents of the statement are true and correct to the best of the person's knowledge, information, and belief; and
 - (g) Be filed with the Chair of the Commission at the address specified in § 105 of these Rules.
- (3) **Dismissal of Charges.** The Commission may dismiss without prejudice any statement of charges that fails to comply with the requirement of § 705(2). The Commission may, in the exercise of its discretion, dismiss any complaint where it determines that the complainant through neglect failed to file a complaint in a timely manner.
- (4) **Service of Charges.** Following the filing of charges with the Chair of the Commission, the complainant shall cause a copy thereof to be promptly served upon the respondent and shall promptly furnish the Chair of the Commission with written evidence of that service.

- (5) **Suspension Pending Disposition of Charges.** Pending disposition of charges that have been filed with the Chair of the Commission, the Chief or the Commission may suspend the respondent.

§ 706. Pre-Hearing Procedures.

- (1) **Scheduling Conference.** After the respondent has been served with the statement of charges, the Commission may conduct a scheduling conference with the parties and their counsel to calendar future proceedings in the matter and to consider any other matters relating to the administration of future proceedings in the case.
- (2) **Pre-Hearing Conference.** The Commission may authorize the Chair, a Commissioner designated by the Chair, or a hearing officer to conduct a pre-hearing conference with the parties for such purposes as attempting to simplify the issues at the hearing, determining which issues are contested by the respondent, and identifying facts to which the parties are willing to stipulate. Participation in a pre-hearing conference shall not disqualify any Commissioner from participating in further proceedings in the case.
- (3) **Discovery.**
 - (a) At least seven calendar days before the date scheduled for the hearing, the complainant and the respondent shall furnish each other and the Chair with the names and addresses of the witnesses each intends to call at the hearing. The Commission may refuse to allow a party to call a witness not named on the witness list, unless the Commission determines that the failure to name the witness occurred for good reason.
 - (b) Except as otherwise allowed by the Commission, there is no right to any additional pre-hearing discovery.
- (4) **Subpoenas.** Both the complainant and the respondent may compel the attendance of witnesses by subpoena, which shall be issued by the Chair of the Commission on request. The service of subpoena shall be the responsibility of the party requesting the subpoenas, and the cost of any service fees, witness fees and other related expenses shall be borne by the party requesting the subpoenas.

§ 707. Hearing Procedures.

- (1) **Commencement.** The hearing shall be commenced not less than 10 days nor more than 30 days following the service of charges on the respondent.

- (2) **Notice of Hearing.** The Commission shall furnish written notice of the hearing to the complainant and to the respondent promptly upon scheduling the hearing. The notice shall state the date, time and location of the hearing and shall advise the respondent of the following rights:
- (a) To attend the hearing in person;
 - (b) To be represented by an attorney;
 - (c) To respond to and challenge the charges;
 - (d) To cross-examine and confront the witnesses against him or her under oath.
 - (e) To present witnesses under oath on his or her own behalf;
 - (f) To testify on his or her own behalf;
 - (g) To argue his or her view of the law and the facts; and
 - (h) To subpoena witnesses.
- (3) **Representation by Counsel.** Both the complainant and the respondent may be represented by counsel at the hearing.
- (4) **Duty to Prosecute Case.** When the complainant is the Chief, it is the responsibility of the Chief and the Chief's counsel, if any, to prosecute the case. When the complainant is other than the Chief, it is the responsibility of the complainant and the complainant's counsel, if any, to prosecute the case.
- (5) **Hearing to be Public.** Disciplinary hearings before the Commission shall be conducted in public, except that deliberations by the Commission may be conducted in closed session.
- (6) **Hearing to be Recorded.** All public portions of the hearing shall be recorded verbatim.
- (7) **Issues at Hearing.**
- (a) No member may be suspended, reduced in rank, suspended and reduced in rank, or removed by the Commission based on charges filed by the Commission as a body, by an individual Commissioner, by the Chief, or by an aggrieved person, unless the Commission determines that there is just cause, as described in § 707(7)(b) below, to sustain the charges.
 - (b) In making its determination of just cause under § 707(7)(a), the Commission shall apply the following standards, to the extent applicable:

- (c) Whether the member could reasonably be expected to have had knowledge of the probable consequences of the alleged conduct;
 - (d) Whether the rule or order that the member allegedly violated is reasonable;
 - (e) Whether the Chief, before filing the charge against the member, made a reasonable effort to discover whether the member did in fact violate a rule or order;
 - (f) Whether the effort described in § 707(7)(b)3 was fair and objective;
 - (g) Whether the Chief discovered substantial evidence that the member violated the rule or order as described in the statement of charges filed against the member;
 - (h) Whether the Chief is applying the rule or order fairly and without discrimination against the member; and
 - (i) Whether the proposed discipline reasonably related to the seriousness of the alleged violation and to the member's record of service with the Department.
- (8) **Opening Statements.** The parties shall be allowed to make opening statements to the Commission prior to the presentation of evidence. The Commission may set reasonable time limitations on the length of opening statements.
- (9) **Presentation of Evidence.**
- (a) The complainant shall proceed first with the presentation of evidence in support of the charges filed with the Commission. The respondent may then present evidence. Thereafter, each side may offer evidence in rebuttal until both sides rest.
 - (b) The testimony of witnesses shall be under oath or affirmation and shall be recorded verbatim.
 - (c) Cross-examination of all witnesses by the opposing party shall be permitted.
 - (d) The Commission may question any witness and may call witnesses of its own.
 - (e) Parties may be called to testify adversely.
 - (f) Witnesses may be sequestered upon order of the Commission.

- (g) The Wisconsin Rules of Evidence shall be applied at the hearing, provided that the Commission may, in its discretion, relax said rules if it deems that the interests of justice will be served by doing so. Objections to the admissibility of evidence and offers of proof regarding evidence ruled inadmissible may be made and incorporated into the hearing record.
- (10) **Final Arguments.** At the close of the presentation of evidence, the complainant may make a final argument, the respondent may make a final argument, and the complainant may make a rebuttal argument. The Commission may set reasonable time limitations on the length of final arguments.
- (11) **Decisions by the Commission.**
- (a) If the Commission determines that one or more of the charges have been sustained, it may order any of the following as the good of the service may require:
1. That the respondent be suspended;
 2. That the respondent be reduced in rank;
 3. That the respondent be both suspended and reduced in rank; or
 4. That the respondent be removed from the Department.
- (b) If the Commission determines that none of the charges are sustained, the respondent, if suspended, shall be immediately reinstated and all lost pay restored.
- (12) **Filing of Written Findings.** Findings and determinations rendered at the conclusion of the hearing and orders of suspension, reduction, suspension and reduction, or removal, shall be in writing and shall be filed within three days of their rendering with the Secretary of the Commission.
- (13) **Appeal and Judicial Review.** Appeals and other forms of judicial review of Commission determinations shall be as provided for by the Wisconsin Statutes and by controlling decisions of Wisconsin courts.
- (14) **Additional Hearing Rules.** The Commission may make additional rules for the conduct of the hearing for purposes of assuring fairness to the parties or promoting the orderly administration of the proceedings.

§ 708. Informal Citizen Complaint Process.

When a citizen files a written complaint with the Commission about the conduct of a member of the Department but does not invoke the formal disciplinary process by filing a statement of charges meeting the specifications of § 705(2) above, the Commission may in its discretion either refer the matter to the Chief for investigation and possible disciplinary action or cause its own investigation of the matter to be conducted. In either event the citizen shall be notified of the results of any investigation conducted in response to his or her complaint.