

1. Agenda

Documents: [PFC\\_20150812\\_AG.PDF](#)

2. Complete Packet

Documents: [PFC\\_20150812\\_PK.PDF](#)



Administrative Offices  
5520 Lacy Road  
Fitchburg, WI 53711-5318  
Phone: (608) 270-4200  
Fax: (608) 270-4212  
www.fitchburgwi.gov

**AGENDA**  
**POLICE AND FIRE COMMISSION**  
**Wednesday, August 12, 2015**  
**4:30 P.M.**  
**CITY HALL**

**NOTICE IS HEREBY GIVEN** that the Fitchburg Police and Fire Commission will meet at **4:30 P.M.** on Wednesday, August 12, 2015 in the **Conference Room** of the Fitchburg City Hall, 5520 Lacy Road, Fitchburg, WI 53711 for the purpose of:

- 1) Call to Order
- 2) Approval of Minutes of the July 10, 2015 Meeting
- 3) Open Session
  - a) Public Appearances – Non-agenda items
  - b) Report from Fire Department
    - i) Review and possible action on Firefighter probationary periods
    - ii) Review and possible action on Firefighter reclassifications
    - iii) Review and possible action on 2<sup>nd</sup> year Fire Science Intern recommendation
  - c) Report from Police Department
    - i) Review and possible action on Police Officer Recruitment and Selection Process
- 4) Closed Session

*Pursuant to Section 19.85(1)(c), Wisc. Stats., the commission will move into **CLOSED SESSION** for the purpose of considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically, to consider candidates for the position of Fire Chief.*

Reconvene into Open Session – Action may be taken on matters discussed in closed session.
- 5) Announcements
  - a) Next meeting - TBD
- 6) Adjournment

City of Fitchburg  
Police and Fire Commission  
Minutes  
Wednesday, July 10, 2015

Members Present: Tom Darcy, Tom Marquardt, Greg Jones, Denise Solie  
Members Absent: Mariam Maldonado  
Also Present: Lisa Sigurslid, Human Resources Manager

1. Call to order

*The Police and Fire Commission meeting was called to order by Darcy at 12:52 p.m.*

2. Approval of Minutes of the Wednesday, June 17, 2015 meeting.

*Motion by Solie, second by Jones, to approve the minutes of the June 17, 2015 meeting. Motion Carried*

3. Open Session

a. Public Appearances – Non-Agenda items

b. Closed Session

Pursuant to Section 19.85(1)(c), Wisc. Stats., the commission will move into CLOSED SESSION for the purpose of considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically, to interview and consider candidates for the position of Fire Chief.

*Motion by Marquardt, second by Solie to move into closed session. Motion carried by roll call, 4-0, at 12:54 p.m.*

c. The Commission will recess at approximately 4:00 p.m. for the purpose of attending the Fire Chief Candidates public meet and greet.

*Motion by Marquardt, second by Jones to recess at 3:50 p.m. Motion carried by roll call, 4-0.*

d. Reconvene Closed Session at approximately 5:00 p.m.

Pursuant to Section 19.85(1)(c), Wisc. Stats., the commission will move into CLOSED SESSION for the purpose of considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically, to interview and consider candidates for the position of Fire Chief.

*Motion by Marquardt, second by Jones to reconvene into closed session at 4:38 p.m. Motion carried by roll call, 4-0.*

e. Reconvene into Open Session – Action may be taken on matters discuss in closed session.

*Motion by Solie, second by Marquardt to return to open session at 5:49 p.m. Motion carried by roll call, 4-0.*

*Motion by Solie, second by Marquardt to select Jonathan Harris as the top candidate for the positon of Fire Chief. Motion carried by roll call, 4-0.*

f. Announcements

i. Next meeting – TBD

4. Adjournment

*Motion by Marquardt, second by Jones to adjourn at 5:51 p.m.*



## July 2015 Fire Department Report

(For Department Activity as of August 5, 2015)

### Staffing Report

	<u>Authorized Headcount</u>	<u>Regular Members</u>	<u>Probationary Status</u>	<u>Light Duty / On Leave</u>	<u>TOTAL</u>	<u>+/- Headcount</u>
Career Staff	12	11	0	1	11	-1
Intern Staff	9	3	3	0	6	-3
Paid-on-Call Staff	50	24	12	3	36	-14
Paid-on-Premises Staff	10	11	6	0	17	+7
Support Staff	7	7	0	0	7	0
<b>Total</b>	<b>88</b>	<b>56</b>	<b>21</b>	<b>4</b>	<b>77</b>	<b>-11</b>

#### Active Leaves of Absence / Light Duty Assignments:

FF-POC Jason Gonzalez (Leave of Absence)  
FF/Inspector Julie Griessmeyer (Light Duty)

FF-POC Vaughn Brockel (Leave of Absence)  
FF-POC Hunter Hill (Leave of Absence)

### Personnel

FF-POP Bryce Anderson and FF-Intern Milewski are scheduled to be released from probationary status, effective August 25. The department recommends that this change in status be approved.

FF-Intern Casey Henthorne has successfully completed his Paramedic Internship (third year of the FFD/FitchRona Joint Internship Program) with FitchRona EMS and has requested to be reclassified to Paid-on-Call status. The department recommends the reclassification be approved.

A letter of resignation has been received from FF-Intern Logan McCormick, effective once his replacement has started with the department.

Review of fire intern recruitment and selection process, recommendation and approval of 2<sup>nd</sup> year fire science intern.

### Significant Department Activities / Events / Training

Seven members of the Fire Department participated in the Annual Monroe Fire School (August 3-8), held in Monroe, WI by the Southern Wisconsin & Northern Illinois Fire/Rescue Association (SOWNIFRA).