

1. 4:30 P.M. Agenda

Documents: [PFC\\_20150923\\_AG.PDF](#)

2. 4:30 P.M. Complete Packet

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



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**AGENDA**  
**POLICE AND FIRE COMMISSION**  
**Wednesday, September 23, 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, September 23, 2015 in the **Meeting 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 August 12, 2015 Meeting
- 3) Open Session
  - a) Public Appearances – Non-agenda items
- 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 the probationary status of a Police Officer.*  
  
Reconvene into Open Session – Action may be taken on matters discussed in closed session.
- 5) Announcements
  - a) Update on Fire Chief Recruitment Process
  - b) Schedule date for Fire Chief Interviews
- 6) Adjournment

City of Fitchburg  
Police and Fire Commission  
Minutes  
Wednesday, August 12, 2015

Members Present: Tom Darcy, Tom Marquardt, Greg Jones, Denise Solie (arrived at 5:08 p.m.)  
Members Absent: Mariam Maldonado  
Also Present: Lisa Sigurslid, Human Resources Manager; Donald Bates, Deputy Police Chief; Chad Grossen, Acting Fire Chief

1. Call to order  
*The Police and Fire Commission meeting was called to order by Darcy at 4:38 p.m.*
2. Approval of Minutes of the Friday, July 10, 2015 meeting.  
*Motion by Marquardt, second by Jones, to approve the minutes of the July 10, 2015 meeting. Motion Carried*
3. Open Session
  - a. Public Appearances – Non-Agenda items  
None
  - b. Report from Police Department
    - i. Review and possible action on Police Officer Recruitment and Selection Process  

Sigurslid presented the Commission with statistics related to the last two recruitment processes. It was noted that there were no significant difference in a candidates progression through the process based upon gender; however, it seems that a disproportionate percentage of minority candidates did not pass the written exam. Sigurslid and Bates recommended a shorter recruitment process that combines the employment application with the supplemental questionnaire and eliminates the written exam.

*Motion by Jones, second by Solie to approve the revised recruitment and selection process as presented and to review the results at the end of the process. Motion Carried.*

*Motion by Solie, second by Marquardt to close the current recruitment process. Motion Carried.*
  - c. Report from Fire Department
    - i. Review and possible action on Firefighter probationary periods  
*Motion by Marquardt, second by Jones to release Firefighters Anderson and Milewski from their probationary status. Motion Carried.*
    - ii. Review and possible action on Firefighter reclassifications  
*Motion by Solie, second by Jones to approve the reclassification request of Casey Henthorne. Motion Carried.*
    - iii. Review and possible action on 2<sup>nd</sup> year Fire Science Intern recommendation  
*Motion by Solie, second by Marquardt to approve the appointment of Grant Langer to the position of Fire Science Intern. Motion Carried.*
    - iv. Review and possible action on Paid on Call firefighter recommendations  
*Motion by Marquardt, Second by Jones to approve the appointment of paid on-call firefighters Dax Roberts, Marissa Wilson, Dale Yurs, Brandon Reiter, Alexander Keifer, Bradley Brietzman, and Brandon Harms. Motion Carried.*

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.*

*Motion by Solie, second by Jones to move into Closed Session. Motion carried by roll call vote at 5:50 p.m., 4-0.*

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

*Motion by Solie, second by Marquardt to reconvene into Open Session. Motion carried by roll call vote at 6:19 p.m., 4-0*

*Motion by Solie, second by Jones to close the current Fire Chief Recruitment Process. Motion Carried.*

*Motion by Jones, second by Marquardt to reopen a new Fire Chief Recruitment process, to begin no later than September 1, 2015. Motion Carried.*

5. Announcements

- a. Next meeting – TBD

6. Adjournment

*Motion by Jones, second by Marquardt to adjourn at 6:22 p.m. Motion Carried*