

1. Agenda

Documents: [PFC\\_20151105\\_AG.PDF](#)

2. Complete Packet

Documents: [PFC\\_20151105\\_PK.PDF](#)



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**AMENDED  
AGENDA  
POLICE AND FIRE COMMISSION  
Thursday, November 5, 2015  
1:00 P.M. \*TIME CHANGE ONLY\*  
CITY HALL**

**NOTICE IS HEREBY GIVEN** that the Fitchburg Police and Fire Committee will meet at **1:00 P.M.\*** (Time Change Only) on Thursday, November 5, 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 September 23, 2015 Meeting
- 3) Open Session
  - a) Public Appearances – Non-agenda items
  - b) Review and take action on Police and Fire Department probationary periods.
- 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 interview and consider candidates for the position of Fire Chief.*
- 5) The Commission will recess at approximately 4:30 p.m. for the purpose of attending the Fire Chief candidates public meet and greet.
- 6) 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.*
- 7) Reconvene into Open Session – Action may be taken on matters discussed in closed session.
- 8) Announcements
  - a) Next meeting - TBD
- 9) Adjournment

City of Fitchburg  
Police and Fire Commission  
Minutes  
Wednesday, September 23, 2015

Members Present: Tom Marquardt, Greg Jones, Denise Solie (arrived at 4:45 p.m.), Mariam Maldonado  
Members Absent: Tom Darcy  
Also Present: Lisa Sigurslid, Human Resources Manager; Donald Bates, Deputy Police Chief

1. Call to order  
*The Police and Fire Commission meeting was called to order by Jones at 4:33 p.m.*
2. Approval of Minutes of the Wednesday, August 12, 2015 meeting.  
*Motion by Marquardt, second by Maldonado, to approve the minutes of the August 12, 2015 meeting.  
Motion Carried*
3. Open Session
  - a. Public Appearances – Non-Agenda items  
None
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.*  
  
*Motion by Marquardt, second by Maldonado to move into Closed Session. Motion carried by roll call vote at 4:33 p.m., 3-0.*  
  
Reconvene into Open Session – Action may be taken on matters discussed in closed session.  
  
*Motion by Marquardt, second by Solie to reconvene into Open Session. Motion carried by roll call vote at 5:00 p.m., 4-0*  
  
*Motion by Marquardt, second by Maldonado to extend the probationary period of a Police Officer for three months, until January 14, 2016, as recommended by Deputy Chief Bates. Motion Carried.*
5. Announcements
  - a. Update on Fire Chief Recruitment Process.  
*Sigurslid informed the Commission that the application process for Fire Chief recently closed. Deputy Chief Grossen and Sigurslid are currently reviewing applications. Panel interviews are tentatively set for October 9. Police Officer applications are due by October 11, 2015. We currently have 120 applications.*
  - b. Schedule date for Fire Chief Interviews.  
*The Commission will conduct Fire Chief Interviews on Thursday, November 5<sup>th</sup>, beginning at approximately 1:00 p.m. A public reception for the Chief candidates will be held the same evening at approximately 4:00 p.m.*
6. Adjournment  
*Motion by Marquardt, second by Solie to adjourn at 5:11 p.m. Motion Carried*



FIRE DEPARTMENT  
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## November 2015 Fire Department Report

(For Department Activity as of October 29, 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	2	4	0	6	-3
Paid-on-Call Staff	40	23	12	1	35	-5
Paid-on-Premises Staff	20	12	9	1	21	+1
Support Staff	7	7	0	0	7	0
<b>Total</b>	<b>88</b>	<b>55</b>	<b>25</b>	<b>3</b>	<b>80</b>	<b>-8</b>

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

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

FF-POP Vaughn Brockel (Leave of Absence)

### Personnel

FF-POC Hunter Hill's leave of absence has ended and he has returned to active duty.

FF-Intern Zach Kersten was scheduled to be released from probationary status, effective September 13, 2015. The department recommends that this change in status be approved.

FF-POPs Tyler Sanftleben and Eric Wakeman were scheduled to be released from probationary status, effective October 1, 2015. The department recommends that this change in status be approved.

FF-POC Mykola Kramper was scheduled to be released from probationary status, effective October 1, 2015. The department recommends that FF Kramper's probation is extended for six months.

### Significant Department Activities / Events / Training

In August, Lieutenant Dale Struckmeyer attended the Officer Development Program (ODP) as part of the International Association of Fire Chiefs (IAFC) Fire-Rescue International (FRI) annual conference. The ODP is a 3-year training program and this was Lt Struckmeyer's first year. Previous participants in the ODP were Lt David Berman and Lt Robert Kunze, who completed the 3-year program in 2014.