

MINUTES OF THE CHIPPEWA FALLS POLICE AND FIRE COMMISSION

A regular meeting of the Chippewa Falls Police and Fire Commission was held on February 25, 2019, at the Chippewa Falls Police Department, 210 Island Street, Chippewa Falls, WI. Chair Prill called the meeting to order at 5:31 p.m.

Commission members present: Greg Dachel, Mike Houle, Amy Mason, Todd Prill.
Commission members excused: Paul Peters.

Others present: Police Chief Matt Kelm, Fire Chief Mike Hepfler, Cyndi Boggess,
Police Officer Ryan Boie, Police Sergeant Ryan Douglas.

As there were no corrections to the agenda, it was approved as distributed.

Motion by Mason/Dachel to approve the minutes of the October 24, 2018; December 3, 2018; January 15, 2019; January 17, 2019; and February 4, 2019 meetings. **All present voting aye. Motion carried.**

REPORTS

1. **Police Department** – Chief Kelm and Sergeant Douglas recognized Officer Boie for completing his probationary period.

The police department has a pending offer out for a vacant officer position. A second vacant officer position was not filled due to concerns with the potential candidate. Chief Kelm discussed information contained in the following documents: Survey for Departments Sponsoring Candidates, Chippewa Falls Police Department Hiring Process (draft), Personnel Evaluation Profile, Mayor's weekly reports from October 24, 2018 (#43) to February 19th, 2019 (#6).

2. **Fire Department** – Chief Hepfler presented the document Chippewa Falls Police & Fire Commission Report, October 1, 2018 – December 31, 2018.

NEW BUSINESS

3. **Summary of 2018 Exit Interviews** – Chair Prill presented the document Exit Interview Summary.
4. **2019 Meeting Dates** – The PFC meeting dates for 2019 were tentatively set for: May 13, August 12, and November 18 at 5:30 p.m.
5. **Motion by Mason/Houle** to enter into Closed Session at 7:19 p.m under Wisconsin Statute #19.85 (1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" to:
 - A. Discuss Fire Department Personnel; to include PFC Members, Chief Hepfler, Chief Kelm, Ms. Boggess; and may return to open session with possible action on items discussed in close session.

Roll call vote: Dachel- Aye, Houle- Aye, Mason- Aye, Prill- Aye. Motion carried.

A discussion of Fire Department Personnel eligibility lists occurred.

Motion by Mason/Houle to return to Open Session. All present voting aye, motion carried. Return to open session at 7:34 p.m

Motion by Dachel/Houle for Eligibility Lists established as of October 24, 2018 meeting remain in effect until October 24, 2019 for possible promotions. **All present voting aye, motion carried.**

ADJOURNMENT

Motion by Houle/Dachel to adjourn at 7:36 p.m. **All present voting aye, motion carried.**

Submitted by: Todd Prill, Chippewa Falls Police and Fire Commission