

MINUTES OF THE CHIPPEWA FALLS POLICE AND FIRE COMMISSION

A regular meeting of the Chippewa Falls Police and Fire Commission was held on May 13, 2019, at the Chippewa Falls Police Department, 210 Island Street, Chippewa Falls, WI. Chair Prill called the meeting to order at 5:30 p.m.

Commission members present: Cindy Boggess, Greg Dachel, Mike Houle,
Chris Norseng, Todd Prill

Commission members excused: None

Others present: Police Chief Matt Kelm, Fire Battalion Chief Lee Douglas

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

APPROVAL OF MINUTES

Motion by Mason/Dachel to approve the minutes of the February 25, 2019; April 22, 2019; and April 27, 2019 meetings. **All present voting aye. Motion carried.**

FIRE DEPARTMENT REPORT

Battalion Chief Douglas presented and discussed the document Chippewa Falls Police & Fire Commission Report, January 1, 2019 – April 30, 2019. Interviews were tentatively scheduled for Thursday June 13, 2019 and Saturday June 15, 2019 for lieutenant, fire inspector, battalion chief and entry level firefighter positions.

Battalion Chief Douglas left the meeting at 5:57 p.m.

Motion by Dachel/Boggess to move Agenda item 4 (Recognition guidelines for departing PFC members) to follow the Police Department Report. **All present voting aye. Motion carried.**

Motion by Norseng/Houle to enter into Closed Session at 5:58 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. Conduct Police Department Police Officer interviews; to include PFC Members, Police Chief Matt Kelm, and candidates; and may return to open session with possible actions on items discussed in closed session.

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

The Commissioners interviewed two candidates for the Police Officer position.

Motion by Houle/Norseng to return to Open Session. All present voting aye, motion carried. Return to open session at 7:48 p.m

Motion by Dachel/Boggess to advance Candidate #1 to a background check and make conditional offer of employment contingent upon Candidate #1 passing background check, physical, medical and psychological examinations. **All present voting aye, motion carried.**

Motion by Houle/Boggess if Candidate #1 does not fill the current Police Officer position, to advance Candidate #2 to a background check and make conditional offer of employment contingent upon Candidate #2 passing background check, physical, medical and psychological examinations. **All present voting aye, motion carried.**

POLICE DEPARTMENT REPORT

Chief Kelm presented and discussed the information contained in the following documents: Mayor's Weekly Reports from February 18, 2019 (#7) to May 3, 2019 (#17), Offense Statistics Summary Report by Month, and Law Total Incident Report.

RECOGNITION GUIDELINES FOR DEPARTING PFC MEMBERS

A policy for recognizing service to the PFC was discussed. It was agreed members who serve full 5 year terms should be recognized.

PFC OFFICER ELECTIONS

Motion by Boggess/Houle to nominate Todd Prill as PFC Chair. **All present voting aye, motion carried.**

Motion by Houle/Boggess to nominate Greg Dachel as PFC Vice-Chair. **All present voting aye, motion carried.**

Motion by Boggess/Houle to nominate Chris Norseng as PFC Secretary. **All present voting aye, motion carried.**

ADJOURNMENT

Motion by Dachel/Houle to adjourn at 8:35 p.m. **All present voting aye, motion carried.**

Submitted by:

Todd Prill, Acting Secretary, Chippewa Falls Police and Fire Commission