

City of Elkhorn Police and Fire Commission
Minutes of Wednesday January 25, 2012 @6:30 P.M
First Floor Conference Room

- I. **Call to Order:** Meeting was called to order by Vice President Kelnhofer at 6:31 P.M.
- II. **Roll Call:** Commission members present for meeting; Kelnhofer, Murray, Bray and Sharp. Also present were Chief Christensen, Fire Chief Smith and Recording Secretary Boeger.
- III. **Withdrawals from Agenda:** There were no withdrawals from the agenda.
- IV. **Approval of Agenda:** Motion (Sharp/Bray) to approve the 01-25-12 agenda. Motion carried by majority present.
- V. **Approval of Minutes:** Motion (Murray/Sharp) to approve the 11-30-11 minutes. Motion carried by majority present.
- VI. **Public Comment:** There was no one from the general public present.
- VII. **Items of Business:**

Police Department

1. Chief Christensen informed that Commission that Kimberly Ketchpaw from Lake Geneva has accepted the position of patrolman and will be starting February 1st, 2012.
2. Chief Christensen also informed the Commission that Captain Patrick Slattery has turned in his letter of resignation effective July 1, 2012. Chief Christensen stated that the department has started looking at a succession plan for the department.

Motion (Bray/Kelnhofer) to accept Captain Slattery's letter of resignation with regret. Motion carried by majority present.

Fire Department

1. Chief Smith advised the Commission that he currently has six applications and is looking to bring those applicants in for a department interview in early February and would like to bring them before the Commission in late February or early March.

It was decided that since Chief Christensen will have Officer Jon Jagielski presenting his neighbor portfolio on rental properties and Chief Smith will have interviews that a meeting on February 29th at 6:00 P.M. would be beneficial. Fire/EMS interviews will begin at 6:30 P.M. that night.

Chief Smith presented the Commission with a Department summary of what the Fire Department does and the structure make-up of the Department. Commissioner Bray asked how the numbers were for the Department? Chief Smith said about half are going on calls.

Commissioner Sharp asked if the EMS has improved. Chief Smith stated it has and that there is a shift sign up and calls are being handled. Chief Smith sees a lack of coverage between the hours of 10:00 P.M. – 6:00 A.M. Commissioner Sharp asked that if Paratech covers the call, are they billing the patient directly and not Elkhorn? Chief Smith said yes. Revenue for the Department is generated by calls and billing. The billing collection is working out well, they are working with a collection agency and getting past collections caught up.

VIII. **Set and confirm next meeting date** of February 29, 2012 at 6:00 P.M.

IX. **Adjournment:** Motion (Murray/Bray) to adjourn the meeting. Motion carried by majority present. Meeting was adjourned at 6:45 P.M.

Robert Sharp
Secretary, Elkhorn Police and Fire Commission

Date