

City of Elkhorn Police and Fire Commission
Minutes of Wednesday, October 24, 2012 at 6:30 P.M.
First Floor Conference Room at City Hall

- I. Call to Order: Meeting was called to order by Commission President Lee at 6:30 P.M.
- II. Roll Call: Commissioners present; Lee, Sharp, Murray and Kelnhofer, also present is Fire Chief Rod Smith and Police Chief Joel Christensen and Recording Secretary Theresa Boeger
- III. Withdrawals from Agenda: There were no withdrawals from the Agenda.
- IV. Approval of the Agenda: Motion (Kelnhofer / Murray) to approve the October 24th, 2012 agenda. Motion carried by majority present.
- V. Approval of the Minutes: Motion (Murray /Sharp) to approve the July 25th, 2012 minutes. Motion carried by majority present.
- VI. Public Comment: There were no citizens from the general public present for the meeting.
- VII. Items of Business:
 - A. Chief Christensen advised the Commission, that since Capt. Slattery's retirement, the basic operations of the department have been looked at to see if there were any efficiencies that could be improved on. They looked at re-classifying the position to incorporate Patrol and Investigations, which would be an operations command position.

This position was presented to the Public Safety Committee and then on to Council for approval. Once it was approved it was posted at the Police Department.

Qualifications are a minimum of 6 years of supervisory experience, minimum associates degree (Bachelors' preferred)

Commissioner Sharp asked if the department was hiring from within? Chief Christensen advised Yes.

Commissioner Lee inquired if there had been any applications yet. Chief Christensen advised yes, one application has been turned in.

Commissioner Sharp inquired who would be the eligible employees for the position? Chief Christensen advised, Thomas Bushey, Jon Anzalone and Scott Peterson.

Commissioner Murray asked if there was only one position of Captain at the Police Department? Chief Christensen advised yes, only one position.

Chief Christensen advised he would like to be the candidate before the Police and Fire Commission at the November meeting. If there is more than one candidate then there will be a written exam, outside interview and then Police and Fire Commission interviews. If there is only the one candidate, then he would be presented to the Commission in November.
 - B. Motion (Sharp/Kelnhofer) to adjourn into closed session per S.S. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation of data of any public

employee over which the governmental body had jurisdiction or exercises responsibility.”
Specifically interview for firefighter / EMT positions.

Motion carried by majority present. Commission went into closed session at 6:35 P.M.

Motion (Sharp/Kelnhofer)to reconvene into Open Session. Motion carried by majority present.
Commission reconvened into Open Session at 7:46 P.M.

Motion (Kelnhofer/Sharp) to certify the list of four applicants for Firefighter/ EMT positions. The list of those applicants include, John Zwilling, Asha Nanda, Andy Etzel and Christopher Clopper.
Motion carried by majority present.

VIII. Set and Confirm next meeting date: November 28th, 2012 at 6:30 p.m.

VIII. Adjournment: Motion Sharp/Murray to adjourn the meeting. Motion carried by majority present. Meeting was adjourned at 7:50 P.M.

Robert Sharp
Elkhorn Police and Fire Commission

Date