

CITY OF ELKHORN
Police and Fire Commission Meeting
First Floor Conference Room, City Hall, 9 S. Broad St, Elkhorn, WI
December 9th, 2014 at 5:30 PM

The Police and Fire Commission meeting was called to order at 5:30 p.m. by President Lee followed by roll call.

ROLL CALL

Present: President Thomas Lee, Commissioner Kathy Murray, Commissioner Hugh Pruess, Commissioner Craig Rasmussen and Commissioner Robert Sharp. Also present: Police Chief Joel Christensen, Fire Chief Rod Smith and Recording Secretary Theresa Boeger.

PUBLIC COMMENT

None

WITHDRAWALS FROM AGENDA

None

APPROVAL OF AGENDA

Motion (Sharp/Pruess) to approve the December 9th agenda. Motion carried.

APPROVAL OF MINUTES

Minutes were not provided to Commission from the November Meeting, they will approve the minutes at the next meeting.

ITEMS OF BUSINESS

Police Department

1. Chief Christensen informed the Commission that Sergeant Matthew Malvitz has submitted his resignation from the Department, effective January 3, 2015. Chief Christensen provided a timeline schedule to the Commission on replacing the Sergeant's position. Chief Christensen advised that he will be using Wisconsin Personnel Partners for the Law Enforcement Sergeants test that will be administered on January 10th, 2015, most likely in Kenosha, Wisconsin.

With the successful passing score of 70% or above, the candidates will then have an external interview comprised of personnel with the rank of Sergeant or above, then proceed to and internal interview before the Chief of Police, Captain and Sergeant. The candidate will then be administered the suitability assessment test and the candidates that successfully pass will be brought before the Commission for approval on March 4th.

Commissioners all agreed that March 4th, would be fine for the interview, beginning at 6:30 PM.

Chief Christensen advised that currently the Department will be promoting from within as he believes there are a couple officers that meet the qualifications.

Fire Department

1. 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 has jurisdiction or exercises responsibility.” Specifically interviewing candidates for the EMS/Fire Department.

Motion (Sharp/Murray) to adjourn into Closed Session. Motion carried, adjourned at 5:41 P.M.

2. Motion (Murray/Pruess) to reconvene into Open Session. Motion carried, reconvened at 6:34 P.M.

3. Motion (Sharp/Rasmussen) to certify Timothy Gilszner, James Waller, Thomas Windler and Tori Windler for the candidate list for EMS/Fire Department

SET AND CONFIRM NEXT MEETING

January 28th, 2015 at 6:30 P.M.

ADJOURNMENT

Motion (Rasmussen/Murray) to adjourn the meeting. Motion carried. Meeting was adjourned at 6:42 p.m.

Robert Sharp
Secretary, Elkhorn Police & Fire Commission

Date